



## MPO Technical Committee Meeting

**Thursday, September 19, 2024 – 10:00 am**  
Region 1 Planning Council  
127 N. Wyman Street, Suite 100, Rockford, IL 61101

### Agenda

1. Call to Order
2. Roll Call
3. Public Comment
4. Action Items
  - a. Approval of the August 22, 2024 Meeting Minutes
  - b. Amendment to the FY 2025 – 2028 Transportation Improvement Program (Resolution 2024-14)
  - c. Adoption of the “Policy & Procedures for the Distribution of Federal Transportation Funds” (Resolution 2024-15)
5. R1 Staff Reports
6. Agency Reports
7. Other Business
8. Adjournment

*Opportunities for public comment will be afforded on all agenda items.*

*Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services (free of charge) should contact R1 Planning at 815-319-4180 at least two working days before the need for such services or accommodations.*



## MPO Technical Committee Meeting

### Meeting Minutes

Thursday, August 22, 2024

127 N. Wyman St. Suite 100, Rockford, IL 61101

#### 1. Call to Order

The meeting was called to order by Sydney Turner at 10:05am.

#### 2. Roll Call

##### Members Present:

Justin Krohn, Boone County, Highway Department

Ellen Weber, Boone County, Planning Department

Josh Sage, Boone County Conservation District

Jeff Polsean, Chicago/Rockford International Airport

Brent Anderson, City of Belvidere Public Works Department

Scott Capovilla, City of Rockford, Community Development Department

Jeremy Carter, City of Rockford, Public Works Department

Chris Baer, Four Rivers Sanitary District

Rob Bates, IDOT, District 2

Ron Priddy, Rockford Mass Transit District

Tim Bragg, Rockford Park District

Izzy Mandujano, Village of Machesney Park, Community Development Department (arrived at 10:10am)

Troy Taylor, Village of Roscoe (arrived at 10:10am)

Karl Palmquist, Winnebago County, Community & Economic Development Department (arrived at 10:33am)

Carlos Molina, Winnebago County, Highway Department

Dennis Anthony, Winnebago County Soil & Water conservation District

##### Members Absent:

City of Belvidere, Planning Department

City of Loves Park, Community Development

City of Loves Park, Public Works Department

Forest Preserves of Winnebago County

Village of Machesney Park, Public Works Department

Village of Winnebago

##### Other Present:

John Paul Diipla, FHWA, IL Division

Doug Delille, IDOT, Urban Planning and Programming

Henry Guerriero, IL Tollway

Brandon Rucker, Clara Romeo, Eric Tison, Estelle Adiaba, Juliana Charlebois-Berg, Lauren Kleve, Nathan Larsen, Sarah

Renicker, Sydney Turner, and Tim Verbeke, Region 1 Planning Council

### 3. Public Comments

There were none present who wished to address the committee.

### 4. Discussion Items:

#### a.) Housing Coordination Plan

Ms. Turner introduced the Housing Coordination plan as a regional initiative to develop a housing playbook for the purpose of aiding growth in the Northern Illinois Region, which is a requirement of the Bipartisan Infrastructure Law. This 5-phase study was developed using research from various Housing Coordination Plans from throughout the country. This study will focus on workforce housing to address the supply/demand of available housing in the region. Key deliverables will include an Executive Summary, the final Housing Coordination Plan, and three types of Housing Tool Kits: 1. Programming and Policies; 2. Funding-how government entities can work with the private sector; 3. Middle Housing Design Tool Kit. Discussion was held on the housing inventory.

#### b.) Metropolitan Transportation Plan

As an update, Ms. Turner reported that nine agencies submitted projects for the Metropolitan Transportation Plan, resulting in 81 projects. Ms. Turner highlighted that 23 of the projects submitted were bridge projects. Another significant change from the 2020 plan was the increase in Bicycle/Pedestrian, Bridge, and Safety projects. This is a marked change from the capacity widening projects from the 2020 plan. Next steps will be for R1 to apply the inflation rate to the cost of projects and compare anticipated revenue to anticipated expenditure, which will be reported on at the next MPO Technical Meeting. Discussion was held on the various cost share figures.

### 5. Action Items:

#### a.) Approval of the July 18, 2024 Meeting Minutes

Ms. Turner invited a motion to approve the July 18, 2024 meeting minutes. Motion to approve the July 18, 2024 Meeting Minutes by the Ms. Mandujano, Village of Machesney Park-Community Development Department, and seconded by Mr. Capovilla, City of Rockford Community Development Department. Motion approved with unanimous vote.

#### b.) Approval of the FY 2025-2028 Transportation Improvement Program (Resolution 2024-13)

Ms. Turner provided a brief update as to the state of the FY 2025-2028, explaining that after the initial public comment period, the State of Illinois Department of Transportation released its' multi-year program, necessitating a review and adjustment to the 2025-2028 TIP, a second public comment period took place from July 29, 2024-August 19, 2024, prompting a revision to remove duplicate projects and administrative corrections.

Ms. Turner entertained a motion to recommend the adoption of the **FY 2025-2028 Transportation Improvement Program**. Motion by Mr. Molina, Winnebago County Highway Department, seconded by the Ms. Mandujano, Village of Machesney Park-Community Development. Motion approved with unanimous vote.

### 6. Staff Reports

Ms. Turner reported that Region 1 had been awarded a State Planning and Research (SPR) grant to assess the state of the region's trails and multi-use pathways within the MPO's planning area. This project would include analysis of the condition and access to these pathways, using a "data bike" software and information collected. Ms. Turner recognized the work that Nathan Larsen did to obtain the funding for this project. A member of the committee then asked if there was a local match requirement. Ms. Turner reported that this project would be 100% funded through this state grant.

### 7. Agency Reports

#### a.) Boone County Highway Department

Mr. Krohn reported that resurfacing work has been completed and they now are just wrapping up in house administrative work. Striping will be done next, to wrap up the rest of the project. Boone County will also be coordinating with IDOT on the Townhall Road project.

**b.) Boone County Planning Department**

No report.

**c.) Boon County Conservation District**

Mr. Sage reported that the District completed an assessment that showed the need for the replacement or repair of 12 bridges along the Long Prairie Path, going through Caledonia, Poplar Grove and Capron. They will be submitting an ITEP application for the replacement of 5 of those bridges.

**d.) Chicago/Rockford International Airport**

No report.

**e.) Belvidere, Public Works Department**

No report.

**f.) Rockford Community Development**

No report.

**g.) Rockford, Public Works Department**

Mr. Carter reported that the Jefferson Street project is progressing and should be completed by the end of September/early October. East State Street project (in front of the casino) is substantially complete. Since the Auburn/Main roundabout has been reduced to one lane, there have only been 4 accidents but there has been an increase in delay. They will be removing the barricades September 3, but the striping will remain, indicating a one lane roundabout.

**h.) Four Rivers Sanitary District**

No report.

**i.) IDOT, District 2**

No report.

**j.) Rockford Mass Transit District**

No report.

**k.) Rockford Park District**

Mr. Bragg reported that the Rockford Park District will be hosting a Haight Park Playground dedication, which will take place from 11am-1pm today. There is also an online survey open for a recreational needs assessment of RPD.

**l.) Machesney Park, Community Development**

No report.

**m.) Roscoe**

Mr. Taylor report that the Village's residential resurfacing project is substantially complete

**n.) Winnebago County Community Development**

No report.

**o.) Winnebago County Highway Department**

Mr. Molina reported that Bell School Road is now open, just in time for the start of the school year, traffic signals will be installed in the next few weeks. The plans for the Riverside Boulevard STBG project have been submitted for review and will go out for bid in September; this will be funding dependent. The Linden Road project has yet start. Public meetings are being conducted about putting a roundabout in at Owen Center Road and Elmwood Road. A grant application has been submitted to Illinois Transportation Enhancement Program (ITEP) for the Riverside Path project.

**p.) Winnebago County Soil & Water Conservation**

No report.

**q.) FHWA, IL Division**

No report.

**r.) IDOT, Division of Urban Planning and Programming**

Mr. DeLille reported that the State's Annual Safety Targets (PM1) have been sent out. MPOs have 180 days to adopt the state targets or their own. The Illinois Transportation Enhancement Program (ITEP) applications opened on August 1, 2024 and are due by September 30, 2024. He also noted that the Fall Planning Conference will be October 2-4 in Fairview Heights, just outside of St. Louis.

**s.) IL Tollway**

No report.

**8. Other Business**

No other business was discussed.

**9. Adjournment**

Ms. Turner called for a motion to adjourn. Motion by Mr. Krohn, Boone County Highway Department, seconded by Mr. Carter, City of Rockford-Public Works Department. Unanimous vote to adjourn at 10:38am.

Meeting minutes prepared by: Sarah Renicker and Sydney Turner.

Minutes approved by action of the Board: \_\_\_\_\_



**REGION 1 PLANNING COUNCIL  
MPO POLICY COMMITTEE**

**MPO RESOLUTION 2024-14**

- RE:** **Amendment to the Fiscal Year 2025-2028 Transportation Improvement Program**
- WHEREAS** the Federal Highway Act of 1962, as amended, and the Urban Mass Transportation Act of 1964, as amended, provide for an urban transportation planning process; and
- WHEREAS** the Infrastructure Investment and Jobs Act (IIJA) currently authorizes funding to improve our nation’s transportation system for highways, highway safety, public transit, alternative non-motorized forms of transportation, and freight; and
- WHEREAS** the IIJA Act and its predecessors, require a Long-Range Transportation Plan (LRTP) as well as a Transportation Improvement Program (TIP); and
- WHEREAS** the Region 1 Planning Council is the Metropolitan Planning Organization (MPO) for the Rockford Urban and Metropolitan Area, and the MPO Policy Committee has the specific responsibility to direct and administer the continuing urban transportation planning process: and
- WHEREAS** the MPO Policy Committee has adopted the August 22, 2024 version of the Fiscal Year 2025-2028 Transportation Improvement Program (TIP) and;
- WHEREAS** the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have approved the FY 2025-2028 MPO TIP; and
- WHEREAS** Boone County Highway Department has requested the addition of a new project; and
- WHEREAS** the projects being amended in the adopted and approved version of the FY 2025-2028 TIP will not affect or impact the other projects listed in the FY 2025-2028 MPO TIP; and
- WHEREAS** the MPO Technical Committee has recommended the adoption of the TIP amendment by the MPO Policy Committee; and
- NOW, THEREFORE, BE IT RESOLVED THAT:**
- The MPO Policy Committee hereby amends the FY 2025-2028 MPO Transportation Improvement Program to include the projects listed in “Attachment A”.



We hereby certify the foregoing has been approved by a majority of the MPO Policy Committee Members on this 19<sup>th</sup> day of September 2024.

\_\_\_\_\_  
Chairman Joseph V. Chiarelli  
MPO Chair

\_\_\_\_\_  
Chairman Rodney Riley  
MPO Vice-Chair

Number of members authorized to vote \_\_\_\_\_

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Abstain \_\_\_\_\_

DRAFT

# Attachment A

## Fiscal Year 2025

### Highway Projects

Project #	Project Location	Termini	Project Type	Phase of Work	Federal Share (000s)		State Share (000s)		Other Share (000s)		Total
					Source	Amount	Source	Amount	Source	Amount	
13 - Boone County Highway Department (BCHD)											
13-25-4	N. Boone School Road Bridge over Beaver Creek	Over Beaver Creek	Bridge	DES	-	-	Other	\$54.4	Local	\$13.6	\$68

DRAFT





**REGION 1 PLANNING COUNCIL  
MPO POLICY COMMITTEE**

**MPO Resolution 2024-15**

**RE: Adoption of the Policy & Procedures for the Distribution of Federal MPO-Attributable Transportation Funds**

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

WHEREAS the Infrastructure Investment and Jobs Act (IIJA) authorizes several formula funding programs, including the Surface Transportation Block Grant (STBG), Transportation Alternatives Program (TAP), and Carbon Reduction Program (CRP); and

WHEREAS under agreement with the State of Illinois Department of Transportation (IDOT) a portion of the funding authorized under STBG, TAP, and CRP is annually allocated for use in the MPO's metropolitan planning area, said funds hereafter referred to as MPO-attributable funds; and

WHEREAS it is the responsibility of MPO Policy Committee to determine the appropriate uses for MPO-attributable funds in accordance with applicable Federal and State guidelines; and

WHEREAS in the interest of identifying equitable and beneficial uses of MPO-attributable funds, it is desirable to establish a local process and set of criteria for the use of said funds; and

WHEREAS the MPO Policy Committee directed review and update of the "Project Selection Criteria and Programming Process for MPO STBG Funds" (version dated August 29, 2019); and

WHEREAS an STBG Working Group, comprised of representatives from Boone and Winnebago Counties, Cities of Belvidere, Loves Park, and Rockford, and Village of Machesney Park was convened monthly between March 21 through August 22, 2024 to discuss revisions to the programming and selection criteria for projects eligible for MPO-attributable funds;

WHEREAS in response to the above, the MPO has developed a document entitled, "Policies & Procedures for the Distribution of Federal Transportation Funds" (version dated October 1, 2024); and

WHEREAS the MPO Technical Committee and MPO Policy Committee have reviewed said document and found it reasonable, appropriate and consistent with IIJA; and

WHEREAS this document entitled, "Policies & Procedures for the Distribution of Federal Transportation Funds" (version dated October 1, 2024) supersedes MPO Resolution 2019-12 "Project Selection Criteria and Programming Process for MPO STBG Funds" (version dated August 22, 2019); and

WHEREAS the document entitled, "Policies & Procedures for the Distribution of Federal Transportation Funds" (version dated October 1, 2024) is provided in Attachment A of this resolution;

NOW, THEREFORE, BE IT RESOLVED THAT:

The MPO Policy Committee hereby adopts "Policies & Procedures for the Distribution of Federal Transportation Funds" (version dated October 1, 2024) as the policy and procedures for the distribution of federal funds allocated to the MPO metropolitan planning area and directs R1 staff to incorporate this as part of the annual Transportation Improvement Program and the overall transportation planning process.

We hereby certify the foregoing has been approved by a majority of the MPO Policy Committee Members on 1st day of October 2024.

\_\_\_\_\_  
Chairman Joseph V. Chiarelli  
MPO Chair

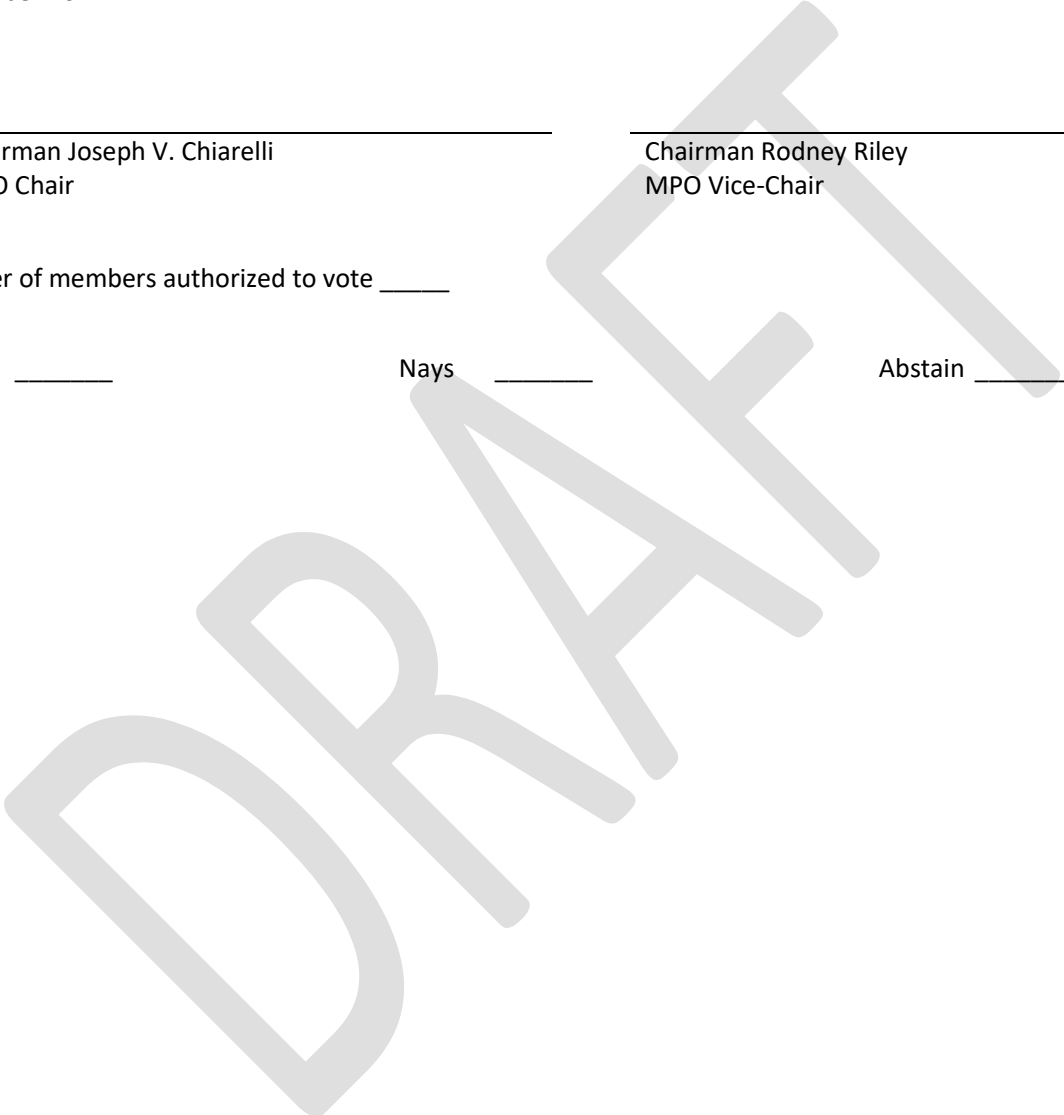
\_\_\_\_\_  
Chairman Rodney Riley  
MPO Vice-Chair

Number of members authorized to vote \_\_\_\_\_

Ayes \_\_\_\_\_

Nays \_\_\_\_\_

Abstain \_\_\_\_\_





# Policies & Procedures for the Distribution of Federal Transportation Funds

October 2024

127 N Wyman St, Suite 100, Rockford, IL 61101 | 815-319-4180 | info@r1planning.org

[www.r1planning.org](http://www.r1planning.org)



DRAFT

The Policies & Procedures for the Distribution of Federal Transportation Funds was prepared by Region 1 Planning Council (R1), with funding from the Federal Highway Administration, Federal Transit Administration, Illinois Department of Transportation, and local communities. The contents of this report reflect the view of R1, which is solely responsible for the information presented herein.

In accordance with the requirements of the U.S. Department of Transportation, R1 does not discriminate on the basis of age, race, color, national origin, gender, sexual orientation, familial status, ancestry, military status, religion or disability in programs, services or in employment. Information on non-discrimination and related R1 policies and procedures is available at [www.r1planning.org](http://www.r1planning.org).



## Table of Contents

Section I. Background .....	4
Section II. Policy Guidelines.....	4
A. General Eligibility & Requirements .....	4
B. Funding Considerations.....	5
C. Additional Requirements.....	6
D. Federal Funding Programs .....	7
Section III. Activity Categories .....	9
A. Purpose .....	9
B. Definitions .....	9
C. Activity Category Guidance .....	10
Section IV. Application & Submission Process .....	10
A. Call for Projects Schedule & Decision-making Process .....	10
B. Applicant Workshop.....	11
C. Application.....	11
Section V. Project Selection Criteria.....	12
A. Selection Criteria & Weights .....	12
B. Scoring Review .....	12
Section VI. Project Monitoring .....	13
Section VII. Relationship to the TIP Development .....	13
Section VIII. Evaluation & Revision of the Policy.....	14
Section IX. Contact Information .....	14
Appendix A. Map of Roadways Eligible for Federal Funding.....	15
Appendix B. Breakdown of Activity Categories .....	16
Appendix C. Sample Call for Projects Schedule .....	17
Appendix D. Project Application.....	18
Appendix E. Evaluation Criteria Breakdown.....	24

## Section I. Background

The Infrastructure Investment and Jobs Act (IIJA) was authorized in 2021 as the prevailing federal transportation legislation. Under this legislation, several formula funding programs were reauthorized, including the Surface Transportation Block Grant (STBG) and the Transportation Alternatives Program (TAP). This legislation also established in the new Carbon Reduction Program (CRP). The Illinois Department of Transportation (IDOT) sub-allocates a portion of these funds to the 15 metropolitan planning organizations (MPO) in Illinois, including Region 1 Planning Council (R1). Each MPO is responsible for distributing these funds to projects and activities sponsored by local public agencies (LPA) located within the MPO's planning area.

Each MPO's program depends on upon the continuation of federal funding programs and IDOT's policy. Federal transportation funding that flows to the Rockford urbanized area (UZA) through R1, includes the Surface Transportation Block Grant (STBG), Transportation Alternatives Program (TAP), and Carbon Reduction Program (CRP), as well as any other federal funding that may be identified during the most recent transportation authorization bill (currently IIJA). These funds are collectively called MPO-attributable funds. Region 1 Planning Council's allocations have been about \$5,670,000 annually under IIJA.

Region 1 Planning Council has established a competitive evaluation process to help determine which project and activities will be granted MPO-attributable funding. Once all projects are submitted, the MPO Technical Committee and R1 staff will determine which projects will evaluate information from applicants based on established criteria in order to make recommendations for awards. A public involvement process follows, and the MPO Policy Committee makes awards based on the recommendations and public comments.

The purpose of this report is to document the funding policy guidelines and process established by the MPO Policy Committee for the MPO-Attributable Funds. These guidelines reflect the goals outlined in the Metropolitan Transportation Plan. It also includes procedures to continuously monitor funding programs.

## Section II. Policy Guidelines

Region 1 Planning Council's MPO Policy Committee has established a set of funding policy guidelines to be used in selecting projects for federal transportation funding directly attributable to the R1 planning area in the transportation improvement program (TIP). The purpose of this section is to describe these policy guidelines., They are grouped into four categories – General Eligibility & Requirements, Funding Considerations, Additional Requirements, and Funding Programs.

### A. General Eligibility & Requirements

#### 1. Eligible Sponsors

The sponsor submitting an application must be a public agency that is legally eligible to enter into an agreement with the Illinois Department of Transportation. Citizen groups, other private organizations, public school districts, or government agencies ineligible to contract with IDOT may indirectly sponsor an application by coordinating with an eligible sponsoring agency. The sponsoring agency assumes responsibility for executing the project. The sponsoring agency must own the proposed project facility and/or must own the property on which the proposed project will be located upon completion of the project. The sponsoring agency must commit to maintain the facility, equipment, or other activity proposed in the application.

#### 2. Eligible Roadways

Roads functionally classified as local streets are not part of the federal-aid highway system and are not normally eligible for federal transportation dollars. Roads functionally classified as Minor Collectors that are located outside

of the urbanized area (UZA) also are not normally eligible for federal transportation funds. Minor Collectors within the urbanized area and all Major Collectors and Arterials are eligible for federal transportation funds.

Projects located on any federal or state highways, interstates, or toll roads are ineligible.

*Note: Although roads not on the federal-aid highway system are typically ineligible for federal funding, except in the following cases: bridge, sidewalk, and multi-use path projects, as well as some safety activities on minor collector and local roads are typically eligible. See [23 U.S.C. 133\(b\)\(5\)-\(15\) and \(b\)\(23\)](#) for more information.*

A map of roadways eligible for federal funding is included in Appendix A.

### 3. Logical Termini

Projects submitted for federal funds must have logical termini. This means a project must have rational end points and stand alone when completed. For example, a project may be one phase in a multi-phase project, but each phase must have immediate benefit and use to the public in case additional phases are never funded.

### 4. Metropolitan Transportation Plan Consistency

All projects implemented with MPO-attributable funds must be included in or consistent with the adopted Metropolitan Transportation Plan. The MTP identifies many individual roadway and bikeway projects. The proposed activity does not have to exactly match the MTP listing. For example, a project could have different limits or propose a different number of lanes than the MTP project. Some activities, such as transit, pedestrian facilities, and intersection modification projects, that are not directly listed within the MTP are still eligible for funding commitment if consistent with the goals set forth in document.

### 5. Performance-Based Planning & Programing Consistency

All projects implemented with MPO-attributable funds must be included in or consistent with the goals of performance-based planning and programming (PBPP). The Federal Highway Administration (FHWA) has issued three related rules to date. The first rule is for safety performance measures (PM1). The second set of rules is those pertaining to pavement and bridge conditions (PM2). The third set is the system-wide performance measures, including Freight and CMAQ Measures (PM3). The transit performance rules are issued by the Federal Transit Administration (FTA), and concern transit asset management (TAM) and safety planning.

### 6. Complete Street Policy

Projects are required to adhere to R1's Complete Streets Policy in the planning and design of all proposed transportation projects using MPO-attributable federal funds. The intent of the complete street policy is to create a connected, resilient, and equitable transportation network through roadway designs that guarantee equitable access to community resources for all who use the transportation system in the Rockford Region.

Sponsors are responsible for determining, within the context of the project, the most appropriate project approach to meet the Complete Streets Policy's requirements. Region 1 Planning Council staff can assist in determining the most appropriate approach. The Complete Streets Policy and other resources are available on the R1 website: <https://r1planning.org/about-mpo-policy>

## B. Funding Considerations

### 1. Maximum Award Per Project

As the steward of these funds, it is the responsibility of R1 to ensure the MPO-attributable funds are obligated in a timely manner and equitably distributed throughout the region. Therefore, the total project funding awarded

to a single project is capped at no more than two years of the annual suballocation per funding program. Any cost above this amount is the responsibility of the local sponsor.

There is no limit to the number of projects that may be awarded to a sponsor or limit on the number of project applications that a sponsor may submit.

## 2. Cost Sharing

Projects will be funded at a *maximum* ratio of 80% federal funds to 20% local funds. Matching funds must be provided in cash, as in-kind contributions are not permitted.

Utility relocation, construction engineering, and construction are eligible for funding at a *maximum* ratio of 80% federal funds to 20% local funds. The maximum allowable construction engineering amount is 15% of the total construction cost (based on construction subtotal minus ineligible items). Utility relocations cannot be 50% or more of the project's total construction costs.

Right-of-way acquisition are eligible for funding at a *maximum* ratio of 50% federal funds to 50% local funds. Right-of-way acquisition may be included only as a part of the cost for the entire project, not as a stand-alone project.

## 3. Preliminary Engineering

Region 1 Planning Council expects sponsors of construction projects to undertake preliminary development and detailed design activities without use of MPO-attributable funds because it shows the sponsor's commitment to their project. It also avoids spending the additional time needed to procure engineering services when federal funds are used.

## 4. Project Cost Changes

Project phases scheduled in the next fiscal year will be updated in Transportation Improvement Program (TIP) to reflect the latest estimates.

- If the revised project cost estimate is lower than the original estimate, the federal share will be adjusted accordingly to reflect 80% of the revised estimate. The total project cost shown in the TIP will not be changed and the project is still eligible to receive federal funding up to 80% of the original estimate.
- Generally, if the revised project cost estimate, based on the original scope, is higher than the original estimate, any cost above this amount is the responsibility of the local sponsor.

## C. Additional Requirements

Applicants should consider the following before applying:

- Federally funded projects are subjected to many requirements, including the National Environmental Policy Act (NEPA), the Uniform Relocation Assistance and Real Property Acquisition Act, and other IDOT regulations and standards. Most locally planned and funded projects are not subject to these requirements and may often be developed more quickly and at less expense than those that are federally funded.
- Facilities must be built and maintained in compliance with ADA requirements and must continue to function as designed throughout the facility life. This would include, but not be limited to, curb cuts and handicapped ramps at intersections and corrective measures to fix cross slopes that exceed the ADA standards. In this example, curb cuts for persons with disabilities would be eligible since they are required as a part of the overall project.



- Surface Transportation Block Grant, TAP, and CRP are not grant programs; they operate on a reimbursement basis as work progresses. Costs for any activity that occurs prior to federal authorization of the project phase are not eligible for reimbursement. The sponsoring agency will be responsible for those costs. In some cases, actions taken by the applicant that are inconsistent with the project development process (e.g., acquiring right-of-way before environmental clearance or through inappropriate means) can jeopardize the use of federal funds on the project.
- The local sponsor is responsible for project maintenance (or other parties which may be defined in a separate agreement between the project sponsor and responsible party). A maintenance clause will be included in the project intergovernmental agreement between IDOT and the local sponsor.
- Projects must be implemented in accordance with the Sunset Clause requirements.<sup>1</sup>
  - For engineering and construction projects, all ITEP funds must be obligated in 4 (four) years from the award notification letter.
  - The full project must be completed within 10 (ten) years from the award notification letter or funds will be rescinded.

Applicants should scrutinize the cost versus benefit when applying for federal funds. The program requirements can be demanding, and what is believed to be a small, inexpensive project can spiral quickly into a complicated and expensive one.

## D. Federal Funding Programs

The U.S. Department of Transportation has established eligibility requirements for the STBG, TAP, CRP programs, which are summarized below. Contact R1 staff if you have a question on the eligibility of a proposed activity. Because of the difficulty in administering separate selection processes for each program and in applying for multiple programs for an eligible activity, R1 has combined the funding programs into a single selection process for Activity Categories based on the eligibility provisions and allocations for the three programs. The Activity Categories are provided in Section III.

### 1. Surface Transportation Block Grant

The Surface Transportation Block Grant (STBG) provides flexible funding for a wide variety of projects, including highways and transit. Surface Transportation Block Grant funds are the most versatile and may be used for any project that is recommended in or consistent with the R1 Metropolitan Transportation Plan.

Funds can be used on any federal-aid roadway classified above a local road or a rural minor collector and bridge projects on any public road.

Eligible projects can include highway projects and bridge improvements (construction, reconstruction, rehabilitation, resurfacing, restoration, and operational), transportation system management, public transit capital improvement projects, commuter rail, carpool projects, bus terminals and facilities, bikeways, and pedestrian facilities.

Eligible applicants include City of Belvidere, Boone County, Village of Machesney Park, City of Loves Park, City of Rockford, and Winnebago County. All other entities may indirectly sponsor an application by coordinating with one of the eligible sponsoring agency identified above.

---

<sup>1</sup> Projects involving railroad coordination will require additional time and may cause delays to the project timeline.

Additional guidance on the eligibility for STBG funds is available at:

[https://www.fhwa.dot.gov/specialfunding/stp/bil\\_stbg\\_implementation\\_guidance-05\\_25\\_22.pdf](https://www.fhwa.dot.gov/specialfunding/stp/bil_stbg_implementation_guidance-05_25_22.pdf)

## 2. Transportation Alternative Program

The goal of the Transportation Alternative Program (TAP) is to allocate resources to well-planned smaller scale, but critically important projects that provide and support connected alternate modes of transportation that are safe for all users, enhance the transportation system through preservation of visual and cultural resources, and improve the quality of life for members of the communities impacted.

Projects must enhance the transportation system by serving a transportation need or providing a transportation linkage, use, or benefit. Each project or activity must demonstrate a relationship to surface transportation. Project categories include:

- Pedestrian/bicycle facilities (on-road and off-road), sidewalks;
- Conversion of abandoned railroad corridors to trails;
- Streetscapes (stand-alone landscape projects are ineligible);
- Historic preservation and rehabilitation of historic transportation facilities;
- Vegetation management in transportation rights-of-way;
- Archaeological activities relating to impacts from implementation of a transportation project;
- Storm water management, control and water pollution prevention or abatement related to highway construction or due to highway runoff;
- Reduce vehicle-caused wildlife mortality or restore and maintain connectivity among terrestrial or aquatic habitats; and
- Construction of turnouts, overlooks, and viewing areas.

Region 1 Planning Council follows the requirements and eligibility developed by the Illinois Department of Transportation's Illinois Transportation Enhancement Program (ITEP). For more information on category-specific information on eligible and ineligible items for TAP funding can be found at:

<https://idot.illinois.gov/transportation-system/local-transportation-partners/county-engineers-and-local-public-agencies/funding-programs/itep/resources.html>.

## 3. Carbon Reduction Program

The Infrastructure Investment and Jobs Act (IIJA) establishes the Carbon Reduction Program (CRP), which provides funding to projects and programs that reduce transportation emissions. Funding can be used for a wide range of projects that support this goal, including:

- Operational projects that improve traffic flow, such as the construction of roundabouts, left-turn lanes or other managed lanes;
- Intelligent Transportation Systems;
- Certain traffic control measures, such as traffic signal coordination, intersection improvements, and incident management;
- Construction of bicycle and pedestrian facilities;
- Promotion of alternative travel modes, including ridesharing;
- Acquisition, installation, or operation of publicly accessible electric vehicle charging infrastructure or hydrogen, natural gas, or propane vehicle fueling infrastructure;
- Construction of a bus rapid transit corridor or dedicated bus lanes; and

- Purchase of new public transportation facilities and equipment.

Projects that add general-purpose lane capacity for single occupant vehicles are ineligible for CRP funding unless analyses demonstrate emissions reductions over the project’s lifecycle.

FHWA provides general guidance on the CRP and eligibility provisions, which is available at:

[https://www.fhwa.dot.gov/environment/sustainability/energy/policy/crp\\_guidance.pdf](https://www.fhwa.dot.gov/environment/sustainability/energy/policy/crp_guidance.pdf)

## Section III. Activity Categories

### A. Purpose

Region 1 Planning Council promotes a multi-modal transportation system. Realizing the difficulty in evaluating different types of projects, the applications will be evaluated by criteria developed for one of seven Activity Categories. Each category will have the same or similar types of projects. Much of the evaluation criteria are the same across the categories, but some criteria may be different to better reflect the distinguishable aspects of projects within particular categories. The grouping into categories of projects and the criteria unique to each category allows for a better “apples-to-apples” comparison of projects.

### B. Definitions

The seven activity categories are:

- **Bicycle and Pedestrian** – This category includes any activity that primarily benefits bicycle and pedestrian transportation. Examples include installing or modifying multi-use paths, bicycle lanes, or sidewalks, provided that they are not part of a roadway modification project. An independent bicycle project may include construction of bicycle facilities, signage, pavement markings, and bicycle parking facilities. This category does not include bikeway or walkway maintenance.
- **Bridge** – This category is for the replacement of a structurally deficient or functionally obsolete bridge or rehabilitation of an existing bridge to restore its structural integrity or to correct major safety defects, not associated with a roadway widening, new construction, or resurfacing project.
- **Capacity** – Projects that increase the motor-vehicle capacity of the regional transportation system or result in operational changes comprise this category. Examples include the addition of travel lanes, turn lanes, or widening of existing travel lanes to an existing facility, thus resulting in an increase in vehicle capacity, including the widening of any bridges associated with the roadway improvement and railroad/highway grade separations associated with a widening project. New construction of a roadway on a new alignment, or on an existing alignment on which no road surface (other than dirt or gravel) has previously existed, including new bridge and intersection construction, are also included under this category.
- **Intersection** – This category includes any activity that improves the safety or operation of an intersection. Examples include: widening at an intersection for turning lanes, installation of traffic signals (including school zone signals), improving sight distances, signal synchronization, improvements on approaches to intersections, and installation of barrier curbs. *(An intersection is defined as extending 500 feet from the intersection of the centerlines or 450 feet from the stop bars for each leg of the intersection, whichever is greater).*
- **Preservation** – This category includes projects that are solely replacement or maintenance of existing roadway infrastructure without resulting in operational changes to motor vehicle traffic. Examples include pavement resurfacing, restoration, rehabilitation, or reconstruction. It also includes bridge resurfacing,

rehabilitation, or restoration associated with a roadway improvement, or intersection resurfacing. A reconstruction or resurfacing project which includes new bike and pedestrian infrastructure may still be considered in this category.

- **Safety** – This category includes projects that reduce fatalities and serious injuries on all public roads, on bicycle and pedestrian facilities, and on transit related facilities. Examples include pedestrian signals, pedestrian crosswalks, raised reflective pavement markers, traffic circles (roundabouts), safety rest areas, pavement marking, school zone markings, rail-highway crossing closure, and installation of traffic/warning/guide signs or guardrails.
- **Transit** – This category includes any activity that primarily benefits public transportation. Examples include transit vehicle replacements, exclusive lanes for transit, park and ride lots, enhanced bus stops, capital projects related to new or expanded service, bus rapid transit, or rail transit.

To determine the primary activity, the agency should consider what activity accounts for the largest portion of the costs or addresses the projects purpose and need most directly.

### C. Activity Category Guidance

For most applications, it is clear which category a project falls within. However, there are cases in which a roadway project has significant characteristics of multiple categories. A breakout of the activity categories by primary activities is provided in Appendix B.

During review of the screening applications, staff will review the project category the applicant selected and provide feedback if it appears it should be in a different category for final application submittal.

## Section IV. Application & Submission Process

### A. Call for Projects Schedule & Decision-making Process

All MPO-attributable funding for transportation projects will be programmed through a single call for projects conducted on an annual basis for the upcoming fiscal year Transportation Improvement Program (TIP) to streamline efforts and reduce redundancy. The following paragraphs demonstrate the recommended process to accomplish this recommendation.

The competitive selection process will begin with a formal announcement. The announcement will include information on the current cycle's eligibility and evaluation criteria, funding preferences and priorities, how to obtain application packets, and the submission deadline.

The application period will typical begin the first full week of September and be open for approximately forty-five (45) days. During the 45-day application period, R1 will host an Applicant Workshop to provide a brief overview of the funding programs, discuss the scoring criteria, applications, and to answer any questions.

Once all applications are received, staff will determine which projects will receive which type of federal funding based on the project type and funding available. Applicants may also indicate preferred funding types for their projects.

Upon receipt of applications, R1 staff will review submission materials to determine eligibility and completeness. Applicants with ineligible projects will be notified by R1 staff of this determination. If an application is determined to be incomplete, R1 staff will inform the applicant and request additional information or materials be submitted within five (5) business days. Applications will be penalized if the applicants fail to respond.

Over the next month, eligible projects will be reviewed by R1 staff and scored based on criteria established under this policy. The preliminary scoring and ranking of the applications will be presented to the MPO Technical Committee. The MPO Technical Committee can provide feedback to staff on the preliminary scoring and ranking. Staff may revise scoring, as needed.

Preliminary project recommendations will be announced and released for a 45-day public comment period. During this period, the sponsoring agencies of the preliminary project recommendations will be asked to present to the Community Advisory Forum and the Alternative Transportation Selection Committee.

The MPO Technical Committee will be convened to review the public comments received and discuss any changes to the draft project recommendations. The MPO Technical Committee will approve the final project recommendations for the programming of MPO-attributable funding.

The MPO Policy Committee will be presented with the final project recommendations for consideration. Once the committee has determined which projects to award, successful applicants will be notified through an award letter.

Staff will incorporate updated and new commitments into the draft Transportation Improvement Program (TIP). The draft TIP will be released for a 30-day public comment period. Upon the close of the public comment period, the draft TIP will be presented to the MPO Technical and Policy Committees for recommendation and adoption, respectively.

Finally, the adopted TIP will be transmitted to the Illinois Department of Transportation, Federal Highway Administration, and Federal Transit Administration.

A sample schedule for the Call for Projects is included as Appendix C.

## B. Applicant Workshop

In order to prepare applicants for the upcoming application process, R1 staff will host an applicant workshop following announcement of solicitation of applications. The workshop will provide an overview of timelines, eligibility, activity categories, application, evaluation, and selection processes, in addition to other information relevant to applicants. Additionally, staff will explain data sources derived or used by R1 as part of project evaluation. On or before the date of the workshop, staff will ensure that certain datasets are available for applicants to review.

## C. Application

The MPO-attributable funding application will request the information shown in the Appendix D, as applicable. Each grant application must answer all of the questions including providing a detailed summary of expenditures.

Applicants will be asked to provide the following information:

- Project Applicant Contact Information
- Engineer/Consultant Contact Information, if applicable
- Project Information
  - Road Name
  - Project Limits
  - Location Type
  - Project Length
  - Programming Year

- Activity Type
- MTP Identification #
- Functional Classification
- Project Scope
- Cost Summary & Anticipated Schedule
  - Total Project Cost
  - Federal Funding Request
  - Costs per Phase
  - Local Funding Sources
- Current & Proposed Conditions
- Project Readiness
- Evaluation Criteria

The application will consist of an online form to be submitted electronically. The link to the application and copies of the application questions will be provided on the MPO website at <https://r1planning.org>.

## Section V. Project Selection Criteria

Because of the high demand for MPO-attributable federal funds, a set of criteria has developed, in coordination with the STBG Working Group, recommendation by the MPO Technical Committee, and adopted by the MPO Policy Committee. The intent of this criteria is to identify the best candidates for funding. The purpose of this section is to describe the selection criteria and detail the review process.

### A. Selection Criteria & Weights

To account for distinguishable aspects of the activity categories, a weighting system will be applied by activity. The following table is the MPO-Attributable funding selection criteria and associated weights. Some activity categories are not scored using certain criteria. These sections have been grayed out.

Scoring Criteria	Capacity	Intersection	Preservation	Bridge	Bike/Ped	Transit	Safety
System Preservation			40	40			
System Performance	30	30	15	12	15	30	20
Safety	6	24	4		20		45
Connectivity	24	15	12	15	40	40	20
Economic Vitality	25	15	12	12	15	25	10
Environmental Resiliency	10	10	12	16	5		
Investment & Coordination	5	5	5	5	5	5	5
Project Readiness	12	12	12	12	12	12	12
<b>Highest Possible Score</b>	<b>112</b>	<b>112</b>	<b>112</b>	<b>112</b>	<b>112</b>	<b>112</b>	<b>112</b>

### B. Scoring Review

Once the proposed projects are submitted by LPAs, R1 staff will review all projects for completeness and accuracy. Staff will ensure project submissions meet the project application requirements and documentation.



Region 1 Planning Council staff will then score projects using the evaluation criteria provided in Appendix E. The criteria consist of qualitative information based on the information in the application as well as quantitative data derived from the Illinois Department of Transportation, Illinois Department of Commerce and Economic Opportunity, and others.

## Section VI. Project Monitoring

To assist in more timely delivery of projects funded through the MPO and to make the status of these progress more widely known, R1 will closely monitor the status of projects. Steps R1 will take to monitor will include:

- A project commitment meeting will be held between the sponsor agency and R1 staff, as well as others as appropriate, to discuss the overall project timeline, with established milestone dates, and its inclusion in the Transportation Improvement Program (TIP).
- Project sponsors agree to include R1 staff in all correspondence with the IDOT, regarding awarded projects, at each stage of the development process. This will increase coordination and allow staff to better serve its member governments.
- R1 will maintain a list of milestone dates for the projects, including at a minimum the milestones identified in the application.
- A sponsor agency shall communicate, in writing, any anticipated delays in project milestone targets, changes in original project scope, changes in cost estimations, and other pertinent information as soon as the sponsor agency is made aware.
- R1 staff will contact the sponsor, IDOT District 2, and consultant project managers at least quarterly for status updates related to the project timeline and scope.
- Project sponsors shall present verbal and/or written reports on an at least quarterly basis to the MPO Technical Committee explaining the progress of the project. Status updates may include, but are not limited to: letting schedule, construction schedule, changes in project scope, and construction progress.
- A report on the status of awarded projects will be presented to the MPO Policy Committee at the beginning of each fiscal year at a minimum. These reports may be more frequent if a project begins to fall behind schedule, at which time the sponsor agency may be requested to directly report on the project to the MPO Policy Committee.

## Section VII. Relationship to the TIP Development

Each January, entities in the Rockford Metropolitan Planning Area are requested to submit projects to R1 for consideration of inclusion in the Transportation Improvement Program (TIP). The TIP covers a four-year period, and a new TIP is prepared annually. The TIP is required to list any projects receiving federal aid through FHWA or FTA, or those that are regionally significant.

Region 1 Planning Council will include new and outstanding funding commitments in updated Transportation Improvement Program (TIP). Once selected and prioritized, the federally-funded projects will be included in upcoming fiscal year's TIP. For a project or activity to be eligible to receive federal funds, it must be included in the State Transportation Improvement Program (STIP) and the MPO's Transportation Improvement Program (TIP).

The MPO-attributable funds shall be allocated to an individual project for a specific fiscal year in the TIP. For projects extending over multiple years, funds may be distributed across project phases to each of the necessary fiscal years within the TIP.

## Section VIII. Evaluation & Revision of the Policy

This policy should be updated every time a new MTP is adopted to ensure that the policy reflects the MPO's current policy priorities or new federal transportation legislation is authorized. To update this policy, MPO staff will:

- 1) Collect data on funded projects and their progress each year.
- 2) Collect qualitative data through interviews and surveys with past applicants and recipients to identify issues with the implementation of the program
- 3) Review updated federal funding policies from MPOs in and outside of Illinois.

Amendments may occur as needed to resolve issues with implementation of the program. Policy amendments to this policy must be approved by the MPO Policy Committee.

## Section IX. Contact Information

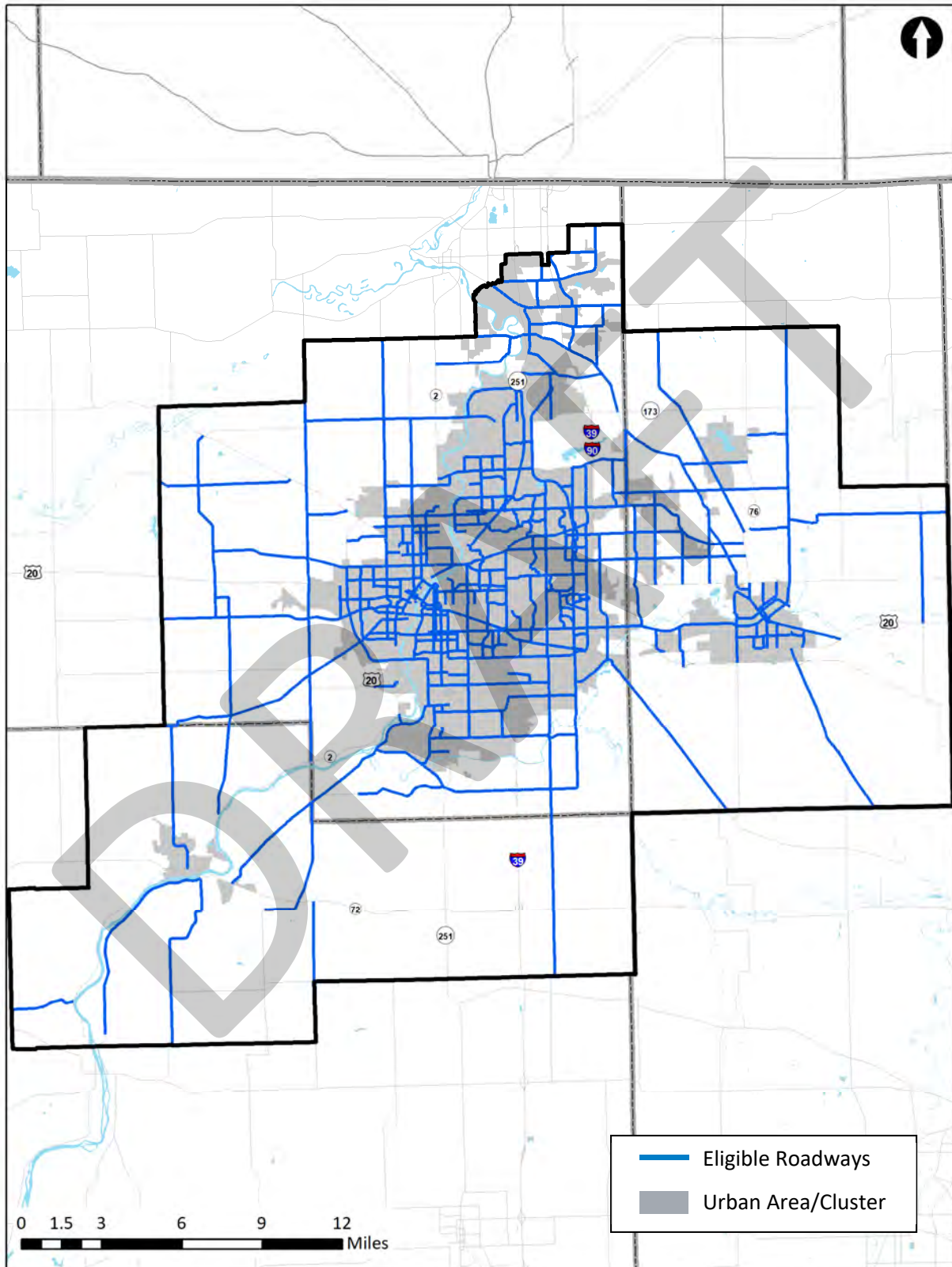
For questions and comments about this policy, contact:

Region 1 Planning Council  
127 N Wyman Street, Suite 100  
Rockford, IL 61101  
Info@r1planning.org

DRAFT



## Appendix A. Map of Roadways Generally Eligible for Federal Funding



## Appendix B. Breakdown of Activity Categories

When applying for MPO-attributable funds, local public agencies (LPAs) must choose one activity that best describes the project. To determine the primary activity, LPAs should consider what activity accounts for the largest portion of the costs or addresses the project’s purpose and need most directly. This list is not exhaustive; many eligible activities are not listed.

Primary Activity	Activity Category
Bridge Maintenance	Bridge
Bridge/Bridge Deck Replacement	Bridge
Bridge Reconstruction	Bridge
Bicycle Lanes	Bicycle/Pedestrian
Multi-Use Path	Bicycle/Pedestrian
Sidewalk Installation/Modification	Bicycle/Pedestrian
Streetscape Improvement	Bicycle/Pedestrian
Minor Widening (e.g., adding turn lane(s))	Capacity
New Roadway	Capacity
Road-rightsizing (removing through lane(s))	Capacity
Interchange Modification	Capacity
Grade Separation (Railroad/Roadway)	Capacity
Intersection modification	Intersection
Installation of Traffic Signals	Intersection
Improving sight distances	Intersection
Preventative Maintenance	Preservation
Reconstruction (w/o changing capacity)	Preservation
Rehabilitation	Preservation
Resurfacing	Preservation
Roundabouts	Safety
At-Grade Crossings	Safety
Installation of Proven Safety Countermeasure(s)	Safety
School zone improvements	Safety
Transit Capital Expansion (New Vehicles)	Transit
Transit Service Expansion	Transit
Transit Capacity Maintenance (Vehicle Replacement)	Transit

## Appendix C. Sample Call for Projects Schedule

The following table demonstrates the typical annual competitive application process for MPO-attributable transportation funding, including the Surface Transportation Block Grant Program (STBG), Carbon Reduction Program (CRP), and the Transportation Alternatives Program.

September 1	Solicitation for funding applications announced.
September 17	R1 hosts Applicant Workshop from 2:30 p.m. to 3:30 p.m.
October 16	Applications must be submitted by 4:30 p.m.
October 21	Review for application completeness.
October 28	Supplemental application materials due.
November	Staff applies scoring criteria to the applications for new funding commitments to develop a preliminary ranking of applications.
November 21	The MPO Technical Committee meets to review R1 staff's preliminary scoring and ranking of the applications.
December 1	Preliminary project recommendations will be announced and released for a 45-day public comment period.
December 12	Preliminary project recommendations presented to the Community Advisory Forum.
January 15	Public comment period for preliminary project recommendations closes.
January 25	MPO Technical Committee convenes to review public comments received and discuss changes to the preliminary project recommendations. They approve the final project recommendations to the MPO Policy Committee.
January 31	MPO Policy Committee reviews and awards MPO-Attributable Transportation funding.
February/March	R1 staff drafts the FY 202X-202X Transportation Improvement Program.
May 1	Draft FY 202X-202X Transportation Improvement Program released for a 30-day public comment period.
May 30	Public comment period for FY 202X-202X Transportation Improvement Program closes.
June 19	Draft FY 202X-202X Transportation Improvement Program presented to MPO Technical Committee for recommendation.
June 27	Draft FY 202X-202X Transportation Improvement Program presented to MPO Technical Committee for adoption.

# Appendix D. Project Application

## Instructions

Complete application in the space provided. Applicants are limited to the application form, required attachments, and three additional pages of attachments. Submit completed applications and attachments electronically to \_\_\_\_\_@r1planning.org. If you have any questions, contact \_\_\_\_\_ at XXX-XXX-XXXX.

### Part 1. Applicant Information

Project Sponsor: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

Engineer/Consultant (if applicable): \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

### Part 2. Project Information

Road Name: \_\_\_\_\_

Project Limits: \_\_\_\_\_

Project Length (in miles): \_\_\_\_\_

Programming Year: \_\_\_\_\_ Activity Category: \_\_\_\_\_

Functional Classification: \_\_\_\_\_ MTP Identification Number: \_\_\_\_\_

Project Scope: Explain the nature of the project; indicate major work involved, and provide a brief comparison of existing and proposed conditions.

Describe the reason for the project and the problem the project will address.

If you are submitting multiple applications, please rank your applications by priority. \_\_\_\_\_ out of \_\_\_\_\_

### Part 3. Cost Estimate & Funding Request

Total Estimated Project Cost: \$

FY YYYY MPO-Attributable Request: \$

Has your agency previously applied for STBG funds for this project?  Yes  No



Has your agency previously awarded funds for this project?  Yes  No  
*If so, how many has been awarded to date?* \$

Is this project seeking funding over multiple years?  Yes  No  
*If yes, how many consecutive years of funding be requested?*  2 Years  3 Years  4+ Years  
*What is the total anticipated STBG funding request over the multiple years?* \$

Complete all cells to show total project cost.

Phase	MPO-Attributable	Other Federal	State	Local	Other	Total
Right-of-Way						
Construction						
Construction Engineering						
Procurement						
<b>Total</b>						

List each funding source (private, local, state, or sub-regional) and contribution amount.

Match Source	Contribution Amount

Would a project award less than the request in this application be acceptable while maintaining the original intent of the project?  Yes  No  
*If no, please explain why not?*

Has this project been incorporated into other Federal-aid grant applications?  Yes  No  
*If yes, please list all federal-aid grant programs in which this project has been included in and the funding amounts requested?*



## Part 4. Current & Proposed Conditions

Traffic Lanes:

	Current	Proposed
Number of Lanes		
Lane Widths		

Roadway Geometrics/Characteristics:

	Current	Proposed	N/A
Left Turn Lanes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dual Left Turn Lanes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Right Turn Lanes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Continuous Center Turn Lane	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Depressed Median	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Closed Median	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Painted or Flushed Medians	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Raised Median	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paved Shoulder	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unpaved Shoulder	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Curb & Gutter	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
On-Street Parking – One Side	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
On-Street Parking – Both Sides	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
On-Street Parking – Intermittent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Transportation Enhancement Components:

	Current	Proposed	N/A
Sidewalks – One Side	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sidewalks – Both Sides	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sidewalks – Intermittent	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sidewalks – One Side w. Shared Use Path – One Side	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shared Use Path – One Side	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Shared Use Path – Both Side	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sharrows – One Side	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sharrows – Both Side	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bike Lane – One Side	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bike Lane – Both Side	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Separated Bike Lane – One Side	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Separated Bike Lane – Both Side	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Two-Way Cycle Track	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Unsignalized Marked Crosswalks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
High-Visibility Crosswalks			
Raised Crosswalks			
Signalized Crosswalks			
Bus Stops, including Paved Waiting Areas			

Bus Shelter			
Bump-outs at Stops			
Lighting			
Landscaping			

Please describe any improvements being made as a part of this project to crosswalks, signage or signals, or streetscape elements not discussed in the project scope.

## Part 5. Evaluation Information

**System Performance:** Type(s) of operational improvements included in project. *(Check all that apply)*

- |  |   |
|--|---|
| <input type="checkbox"/> Improves traffic signal timing                                      | <input type="checkbox"/> Relieves a bottleneck                                      |
| <input type="checkbox"/> Improves access management  | <input type="checkbox"/> Commercial Vehicle Information / Networks                  |
| <input type="checkbox"/> Improves intersection geometry                                      | <input type="checkbox"/> Pedestrian crossing detection                              |
| <input type="checkbox"/> Adds capacity   | <input type="checkbox"/> Traveler information systems                               |
| <input type="checkbox"/> Deploy Intelligent Transportation Systems (ITS)                     | <input type="checkbox"/> Incident detection technologies                            |
| <input type="checkbox"/> Promotes alternative transportation mode                            | <input type="checkbox"/> Promotes carpooling and park-and-ride                      |
| <input type="checkbox"/> Increases transit services, coverage area, and access               | <input type="checkbox"/> Improves sight distance                                    |
| <input type="checkbox"/> Emergency and/or transit vehicle preemption                         | <input type="checkbox"/> Roundabout   |
| <input type="checkbox"/> Improves traffic incident management and/or reduces clearance times | <input type="checkbox"/> Transit Automated Vehicle Location/Computer-Aided Dispatch |
| <input type="checkbox"/> Other (Please specify): _____                                       |   |

**Safety:** Which of the following FHWA Proven Countermeasures will this project incorporate? *(Check all that apply)*

- |  |  |
|--|--|
| <input type="checkbox"/> Appropriate Speed Limits for all Road Users | <input type="checkbox"/> Median Barriers                                       |
| <input type="checkbox"/> Speed Safety Cameras                        | <input type="checkbox"/> Roadside Design Improvements at Curves                |
| <input type="checkbox"/> Bicycle Lanes                               | <input type="checkbox"/> SafetyEdge  |
| <input type="checkbox"/> Crosswalk Visibility Enhancements           | <input type="checkbox"/> Wider Edge Lanes                                      |
| <input type="checkbox"/> Leading Pedestrian Interval                 | <input type="checkbox"/> Backplates with Retroreflective Borders               |
| <input type="checkbox"/> Medians and Pedestrian Refuge Islands       | <input type="checkbox"/> Corridor Access Management                            |
| <input type="checkbox"/> Pedestrian Hybrid Beacons                   | <input type="checkbox"/> Dedicated Left- and Right-Turn Lanes at Intersections |
| <input type="checkbox"/> Rectangular Rapid Flashing Beacons          | <input type="checkbox"/> Reduced Left-Turn Conflict Intersections              |
| <input type="checkbox"/> Road Diets                                  | <input type="checkbox"/> Roundabout  |
| <input type="checkbox"/> Walkways                                    | <input type="checkbox"/> Yellow Change Interval                                |
| <input type="checkbox"/> Enhanced Delineation for Horizontal Curves  | <input type="checkbox"/> Lighting  |

- Longitudinal Rumble Strips or Stripes
- Pavement Friction Management
- Systemic Application of Multiple Low-Cost Countermeasures at Stop-Controlled Intersection

**Multimodal Connectivity:** What modes will the project improvements directly address? *(Check all that apply)*

- Automobile or Truck
- Bicycles (on-street and/or shared use path)
- Public Transit\*
- Pedestrians (sidewalk or shared use path)

*\*Just a bus route running through does not qualify.*

**Economic Vitality:** Is the project located in, intersect with, or improves access to (within a 2-mile radius) a planned or existing development?

- No
- Development is under contract or agreement
- Development listed in Comprehensive Plan
- Existing commercial or industrial area
- Unsure

**Environmental Resiliency:** Which of the following green infrastructure, emissions reduction, and hazard mitigation strategies will this project incorporate? *(Check all that apply)*

- Storm water management techniques (e.g., bioswales, rain gardens, detention ponds, catch basins)
- Reduce impervious surface ground cover
- Maximize infiltration on-site or off-site beyond porous or impervious surfaces
- Streetscapes (e.g., street trees, native/drought landscaping, street lights, and/or street furniture)
- Additional shaded structures for pedestrians using tree canopy
- Additional shaded structures for pedestrians using built structure, including bus shelters
- Provides alternative travel option/s to single occupant vehicle (not strictly recreational)
- Traffic flow Improvements (e.g., ITS, traffic signal optimization)
- Additional shaded structures for pedestrians using built structure, including bus shelters
- Parking management / pricing
- Vehicle use limitations and restrictions, such as truck idle reduction
- Incorporates alternative fuel infrastructure
- Other (Specify): \_\_\_\_\_

**Investment & Coordination:** Will this project be implemented in partnership with any other organizations?

- Yes
- No

*If yes, please include a list of partner organizations and their role in the project.*

**Investment & Coordination:** Does this project complete a project completed in the last 5 years?

- Yes
- No





**Project Readiness:** For each phase, select the option that most fully describes the status of your project. If awarded, the earliest you can expect funding for your project is September of this year.

	Not Applicable	Not Started	Will be Started Before Award	Will be Complete Before Award	Complete
PE/Design	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
NEPA	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Right-of-Way	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Utility Relocation	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

DRAFT



## Appendix E. Evaluation Criteria Breakdown

### System Preservation

#### C1. Infrastructure condition

Select one of the following measures for bridge projects:

Project has a bridge sufficiency rating above 80 or N/A.	0%
Project has a bridge sufficiency rating between 50 and 79.	50%
Project has a bridge sufficiency rating below 50.	100%

Select one of the following measures for pavement projects:

Project has an overall pavement rating of "Good"	0%
Project has an overall pavement rating of "Fair"	50%
Project has an overall pavement rating of "Poor"	100%

**Methodology:** Based on bridge sufficiency rating or pavement rating provided by Illinois Department of Transportation (IDOT). The lowest segment rating is used.

**Data Sources:** Data compiled by R1 staff from the Illinois PM2 Pavement Reports and the IDOT Structures Information Management System - Structure Summary Report.

### System Performance

#### C2. Traffic Volume

Select one of the following measures:

0	0
1-1,349 ADT	10%
1,350-2,249 ADT	20%
2,251-3,299 ADT	30%
3,300-4,449 ADT	40%
4,450-5,649 ADT	50%
5,650-7,699 ADT	60%
7,700-10,499 ADT	70%
10,500-13,799 ADT	80%
13,800-17,799 ADT	90%
17,800-31,800 ADT	100%

**Methodology:** Based on the percentiles of all current average daily traffic (ADT). Percentiles calculations do not include Interstates and Freeways ADT. Highest ADT segment is used. The higher the percentile, the higher the score.

**Data Sources:** Data compiled by R1 staff from the Illinois Roadway Information System (IRIS) database.

### C3. Functional Classification

Select one of the following measures:

Local	0%
Collector	30%
Minor Arterial	60%
Principal Arterial	100%

**Methodology:** Highest functionally-classified segment is used. The higher the functional classification, the higher the score.

**Data Sources:** Data compiled by R1 staff from the IRIS database.

### C4. Operational Improvement Strategies Utilized

Select one of the following measures and identify the strategies utilized:

Project design does not include strategies	0%
Project design includes 1 strategy	50%
Project design includes 2 or more strategies	100%

**Methodology:** Based on the number of operational strategies selected by the partner agency on the application. Operational strategies are derived from the approved *Transportation Systems Management and Operations Plan/Congestion Mitigation Process* adopted by the MPO Policy Committee. The more strategies integrated into the project, the higher the score.

**Data Sources:** Qualitative data provided by the project sponsor, per the application submitted.

#### Operational Strategies:

- Improves traffic signal timing
- Improves access management
- Improves intersection geometry
- Adds capacity
- Deploys Intelligent Transportation Systems
- Promotes alternative transportation mode
- Increases transit services, coverage area, and access
- Emergency/transit vehicle preemption
- Improves traffic incident management and/or reduces clearance times
- Relieves a bottleneck
- Commercial Vehicle Information / Networks
- Pedestrian crossing detection
- Traveler information systems
- Incident detection technologies
- Promotes carpooling and park-and-ride
- Improves sight distance
- Roundabout
- Transit Automated Vehicle Location/Computer-Aided Dispatch

## Safety

### C5. Crash Rate per 100,000 million VMT

Select one of the following measures:

First Quartile	0
Second Quartile	10%
Third Quartile	20%
Fourth Quartile	30%

**Methodology:** Based on the crash rate per 100,000 million Vehicle Miles Traveled (VMT) calculated by R1 staff. Crash points were spatially joined to the nearest roadway link. Roadway links that had multiple crash points were duplicated for each additional instance of a crash. The total number of duplicated roadway links was added to a “frequency”, which represented the total number of crashes for a given time period. The following formula was applied to each segment to calculate the VMT:

$$(\text{Frequency} * 100,000,000) / (\text{AADT} * 365 * (\text{number of years}) * \text{Segment Length (miles)})$$

For roadway segments that did not have AADT data, the following calculation was used, which results in the number of crashes per mile of roadway:

$$\text{Frequency} / (6 * \text{Segment Length (miles)})$$

**Data Sources:** Downloaded from the Illinois Department of Transportation Crash database and analyzed by R1 staff.

### C6. Fatal & Serious Injury Crash Rate per 100,000 million VMT

Select one of the following measures:

First Quartile	0
Second Quartile	10%
Third Quartile	20%
Fourth Quartile	30%

**Methodology:** Based on the crash rate per 100,000 million VMT calculated by R1 staff for all crashes resulting in a fatality or incapacitating injury. Fatal (K) and serious injuries (A) crash points were spatially joined to the nearest roadway link. Roadway links that had multiple crash points were duplicated for each additional instance of a crash. The total number of duplicated roadway links was added to a “frequency”, which represented the total number of crashes for a given time period. The following formula was applied to each segment to calculate the 100 million VMT:

$$(\text{Frequency} * 100,000,000) / (\text{AADT} * 365 * (\text{number of years}) * \text{Segment Length (miles)})$$

For roadway segments that did not have AADT data, the following calculation was used, which results in the number of crashes per mile of roadway:

$$\text{Frequency} / (6 * \text{Segment Length (miles)})$$

**Data Sources:** Downloaded from the Illinois Department of Transportation Crash database and analyzed by R1 staff.

## C7. Non-Motorized Crashes per 100,000 million VMT

Select one of the following measures:

First Quartile	0
Second Quartile	10%
Third Quartile	20%
Fourth Quartile	30%

**Methodology:** Based on the crash rate per 100,000 million VMT calculated by R1 staff for all crashes involving a pedestrian or pedalcyclists. Crash points involving non-motorized mode were spatially joined to the nearest roadway link. Roadway links that had multiple crash points were duplicated for each additional instance of a crash. The total number of duplicated roadway links was added to a “frequency”, which represented the total number of crashes for a given time period. The following formula was applied to each segment to calculate the 100 million VMT:

$$(\text{Frequency} * 100,000,000) / (\text{AADT} * 365 * (\text{number of years}) * \text{Segment Length (miles)})$$

For roadway segments that did not have AADT data, the following calculation was used, which results in the number of crashes per mile of roadway:

$$\text{Frequency} / (6 * \text{Segment Length (miles)})$$

**Data Sources:** Downloaded from the Illinois Department of Transportation Crash database and analyzed by R1 staff.

## C8. Safety Strategies Incorporated

Select one of the following measures and identify the strategies utilized:

Project design does not include strategies	0%
Project design includes 1 strategy	30%
Project design includes 2 strategies	60%
Project design includes 3 or more strategies	100%

**Methodology:** Based on the number of safety strategies selected by the partner agency on the application. Safety strategies are derived from Federal Highway Administration’s (FHWA) Proven Safety Countermeasures (listed below). The more strategies integrated into the project, the higher the score.

**Data Sources:** Qualitative data provided by the project sponsor, per the application submitted.

### Safety Strategies Examples:

- Longitudinal rumble strips and stripes
- Median barriers
- Improvement of sharp hills/steep curves
- Pavement markings, edge markings, safety edge
- Roadway reconfiguration
- Lighting improvements
- Corridor access management
- Dedicated left- and right-turn lanes at intersection
- Reduced left-turn conflict intersections
- Roundabouts
- Yellow change intervals
- Grade separation (all modes)
- Safety utility poles
- School zone improvements

## Connectivity

### C9. Integrates multiple transportation modes.

Select one of the following measures and identify the modes integrated:

Project design only includes 1 mode	0%
Project design includes 2 modes	30%
Project design includes 3 modes	60%
Project design includes 4 modes	100%

**Methodology:** Based on the number of modes selected by the partner agency on the application. Transportation modes include automobile or truck (street and highway); public transit (bus facility and/or rail facility –a route running through does not qualify); bicycle (on-street bike facility or multi-use path); and pedestrian - sidewalk and/or multi-use path). The more modes integrated into the project, the higher the score.

**Data Sources:** Qualitative data provided by the project sponsor, per the application submitted.

### C10. Provides access to essential services.

Select one of the following measures:

Greater than 2.5 miles	0%
1 to 2.5 mile	30%
0.5 to 0.9 mile	60%
0 to 0.49 mile	100%

**Methodology:** Using geographic information system (GIS) software, R1 staff creates polygon buffers around each project of a ½-mile, 1-mile, and 2 ½-mile. If an essential service falls within the buffer, the associated distance is used to score the project. Essential services include food (e.g., supermarkets and other grocery, fruit and vegetable retailers, and all other specialty food stores); healthcare (e.g., hospitals, medical clinics, and urgent/immediate care); emergency services (e.g., police and fire stations); and educational institutions (e.g., universities, community colleges, primary and secondary, and technical training). The closer the project is to an essential service, the higher the score.

**Data Sources:** Data compiled by R1 staff from county GIS databases.

### C11. Supports a Livable Community

Select one of the following measures:

Project is not located on, does not intersect, or does not improve access to a Livable Community, identified in the MTP.	0%
Project is located on, intersects with, or improves access to a Livable Community, identified in the MTP.	100%

**Methodology:** Based on if the project is located within, intersects, or improves access to a Census tract meeting the thresholds of a Livable Community. Threshold data includes population density, job proximity, percent of old buildings, vacancy rates, education attainment, percent of health uninsured individuals, percent of households with a housing cost of 30% or more, high blood pressure and depression.

*Note: If a new construction or widening project falls within a livable community it will not receive points in this measure.*

**Data Sources:** Data compiled by R1 staff.

**C12. Provides options for Justice 40 Census tract or DCEO Underserved Area**

*Select one of the following measures:*

Project is not located on, does not intersect, or does not improve access to a Justice 40 tract or DCEO Underserved Area	0%
Project is located on, intersects with, or improves access to a Justice 40 Census tract or DCEO Underserved Area	100%

**Methodology:** Based on if the project is located within, intersects, or improves access to a Census tract meeting the thresholds of a Justice 40 or underserved area.

*Note: If a new construction or widening project falls within a livable community it will not receive points in this measure.*

**Data Sources:** Data compiled by R1 staff from the Illinois Department of Commerce and Economic Office (DCEO) Underserved Areas map and U.S. Climate and Economic Justice Screening Tool.

**Economic Vitality**

**C13. Significant Transportation Facility**

*Select all of the following measures that apply:*

State or local freight corridor	50%
Improves direct connection to intermodal facility or interstate	50%

**Methodology:** Based on if the underlying roadway is designated a state or local truck route *and/or* the project is within a ½-mile proximity of an interchange or the Chicago-Rockford airport.

**Data Sources:** Data compiled by R1 staff from the IRIS database and listing of locally designated truck routes.

**C14. Supports a Commercial or Industrial Area**

*Select one of the following measures:*

Project is not located on, intersects with, or improves access to a planned or existing commercial or industrial area.	0%
Project is located on, intersects with, or improves access to a commercial or industrial area listed in a Comprehensive Plan.	25%
Project is located on, intersects with, or improves access to a commercial or industrial area under a development agreement.	50%
Project is located on, intersects with, or improves access to a commercial or industrial area under construction.	75%
Project is located on, intersects with, or improves access to an existing commercial or industrial area.	100%

**Methodology:** Based on the response by the partner agency on the application.

**Data Sources:** Qualitative data provided by the project sponsor, per the application submitted.

## Environmental Resiliency

### C15. Vulnerability Analysis Score

Select one of the following measures:

Very low	0%
Low	25%
Moderate	50%
High	75%
Very high	100%

**Methodology:** Based on the vulnerability assessment developed by R1 staff to determine the system's vulnerability to natural and human hazards. The assessment uses both asset criticality and risk factors to quantify the vulnerability of a given roadway. It utilizes key data and attributes of the physical infrastructure in combination with socioeconomic factors and generators to score and compare an urbanized area's transportation network. The full methodology can be found in the Transportation Resiliency Study for the Rockford Region, available at: <https://r1planning.org/planning-activities>. The higher the vulnerability of a roadway or structure, the higher the score.

**Data Sources:** Data compiled by R1 staff from the IRIS database, U.S. Census Bureau, StreetLight Data, Rockford Mass Transit District, and WinGIS.

### C16. Incorporates green infrastructure and design approaches that address air and water quality

Select one of the following measures and identify the strategies utilized:

Project design does not include strategies	0%
Project design includes 1 strategy	50%
Project design includes 2 or more strategies	100%

**Methodology:** Based on the number of green infrastructure and mitigation design approaches selected by the partner agency on the application (listed below). The strategies used must account for at least 1% of the total project cost to be eligible to earn points. The more strategies integrated into the project, the higher the score.

**Data Sources:** Qualitative data provided by the project sponsor, per the application submitted.

#### Green Infrastructure and Mitigation Design Approaches:

- Storm water management techniques (e.g., bioswales, rain gardens, detention ponds, wide grass ditches)
- Includes permeable pavement
- Streetscapes (e.g., street trees, native/drought landscaping, street lights, and/or street furniture)
- Promotes truck idle reduction
- Other (as specified)



## Investment & Coordination

### C17. Non-Federal Funding Match

Select one of the following measures:

20%	0%
30%	25%
40%	50%
50%	75%
Greater than 50%	100%

**Methodology:** Based on the percent of non-federal match committed to the project. The higher the non-federal funding committed to the project, the higher the score.

**Data Sources:** Qualitative data provided by the project sponsor, per the application submitted.

### C18. Continues an already completed resurfacing, reconstruction, or restoration project.

Select one of the following measures:

No	0%
Yes	100%

**Methodology:** Based on the response by the partner agency on the application.

**Data Sources:** Qualitative data provided by the project sponsor, per the application submitted.

### C19. Benefits multiple communities

Select one of following measures:

Does not benefit multiple communities	0%
Supports multiple communities	100%

**Methodology:** Based on the number of municipalities the project intersects.

**Data Sources:** Data compiled by R1 staff from the U.S. Census Bureau.

### C20. Number of Partners

Select one of following measures:

0 partners	0%
1 partner	50%
2+ partners	100%

**Methodology:** Based on the number of partners who are financially supporting the project, either through cash or in-kind contributions.

**Data Sources:** Qualitative data provided by the project sponsor, per the application submitted.

## C21. Project sponsor ranking of project.

Select one of following measures:

Ranked #4 or higher	0%
Ranked #3	30%
Ranked #2	60%
Ranked #1	100%

**Methodology:** Based on the response by the partner agency on the application.

**Data Sources:** Qualitative data provided by the project sponsor, per the application submitted.

## Project Readiness

### C22. Previous Delivery Performance

Points are assigned based on the following measures:

Each year a CRP/TAP/STBG-funded project goes over 3 years without progressing to next phase or is completion. (Max. -3 points)	-1 point
Every project phase delivered on-time in the previous 3 years. (Max. 3 points)	1 point
Agency has not been award MPO-attributable funding in the previous 4 years.	4

**Methodology:** Based on the past delivery performance of the sponsor agency.

**Data Sources:** N/A

### C23. Project Readiness

Select all of the following measures that apply:

PE Completed	2 points
NEPA Completed	2 points
ROW Completed or N/A	2 points
Utility Relocation Completed or N/A	2 points

**Methodology:** Based on the response by the partner agency on the application.

**Data Sources:** Qualitative data provided by the project sponsor, per the application submitted.