



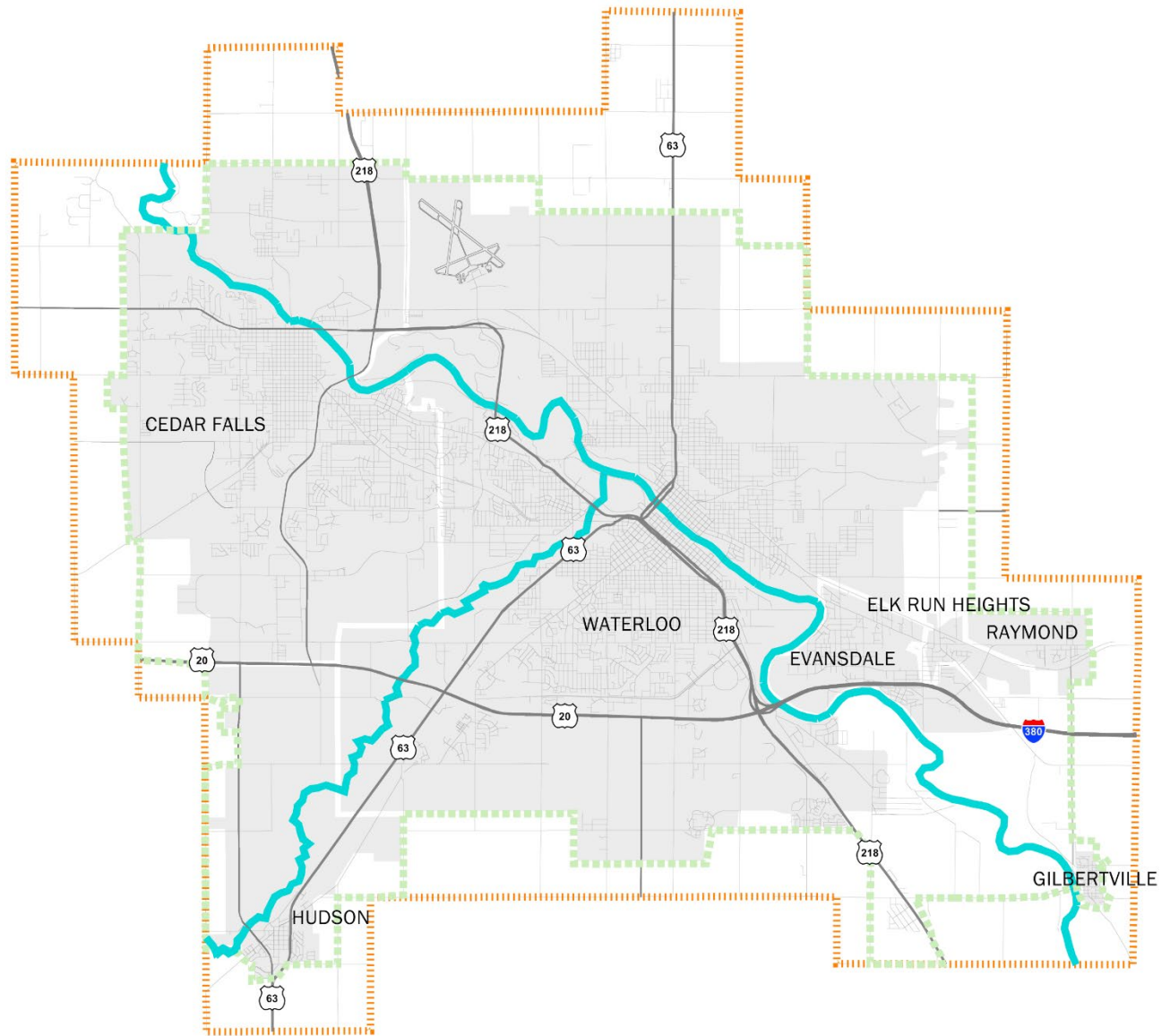
Project Selection & Programming Guidelines

Surface Transportation Block Grant (STBG) Program

Schedule

January 1, 2023	Application posted to the INRCOG website and Notice of Funding Availability emailed to all jurisdictions
April 7, 2023	STBG applications due by 3:30 p.m., including all required attachments
April 13, 2023	Technical Committee meeting to rank projects and develop the draft STBG Program
June 8, 2023	Draft FY 2024-2027 Transportation Improvement Program (TIP) reviewed by the Policy Board and Technical Committee
June 9, 2023	Draft FY 2024-2027 TIP submitted to the Iowa DOT, FHWA, and FTA
June 20-22, 2023	TIP Public Input Sessions
July 13, 2023	Final FY 2024-2027 TIP presented to the Policy Board for adoption
July 14, 2023	Final FY 2024-2027 TIP submitted to the Iowa DOT, FHWA, and FTA

Black Hawk County MPO Planning Area



STBG Requirements and Information

Eligible Activities and Requirements

- Eligible activities
 - a. Road and bridge new construction and reconstruction
 - b. Road resurfacing, restoration, or rehabilitation (3R), excluding straight overlay projects
 - c. Transit capital projects
 - d. Infrastructure-based Intelligent Transportation System (ITS) improvements
 - e. Roadway and transit safety infrastructure improvements
 - f. The installation of electric vehicle charging infrastructure and vehicle-to-grid infrastructure
 - g. Projects eligible under the MPO's Transportation Alternatives Program (TAP) Guidelines
 - h. Projects eligible under the MPO's Carbon Reduction Guidelines
- Ineligible activities
 - a. Preliminary and final design/engineering
 - b. Construction engineering/construction related services
 - c. Right-of-way acquisition
 - d. Corridor studies
 - e. Utility relocation
 - f. Sidewalk maintenance
- Roadway projects must be on federally classified routes that are Collector or above.
- For construction projects, preliminary design must be completed prior to applying for STBG funds.
- Projects must be consistent with the goals of the *MPO Long-Range Transportation Plan*.
- Construction projects must be listed in the *MPO Long-Range Transportation Plan* unless it is a project that primarily:
 - a. Maintains and optimizes the transportation system.
 - b. Addresses structurally deficient or insufficient bridges.
 - c. Focuses on multimodal transportation.
- STBG projects are eligible for up to 80 percent of the total estimated eligible project cost.
- City and County applications must include a copy of an executed resolution, preliminary design plan (if applicable), and detailed cost estimate. All information must be submitted by the application deadline.
- Incomplete applications or late applications **will not be considered for funding**.
- Projects submitted for consideration will be reviewed by MPO Staff for eligibility prior to the Technical Committee meeting.

Technical Resources

Applicants are expected to refer to the approved *MPO Long-Range Transportation Plan* while preparing the grant application. Links to the MPO Long-Range Transportation Plan along with additional technical resources can be found below.

MPO 2045 Long-Range Transportation Plan

https://bhcmmpo.files.wordpress.com/2022/11/mpo_2045_lrtp.pdf

Iowa DOT 2022 State Freight Plan

<https://iowadot.gov/iowainmotion/files/SFP2022-State-Freight-Plan-Full-Documnet.pdf>

Iowa Crash Analysis Tool (ICAT)

<https://icat.iowadot.gov/>

Iowa Crash Potential for Crash Reduction (PCR)

<https://iowadot.maps.arcgis.com/apps/MapSeries/index.html?appid=6920b9b36fa54caa90c25bd6dcd0c7e>

Iowa DOT Bridge Conditions (Iowa Bridges)

<https://iowadot.maps.arcgis.com/home/index.html>

Iowa DOT Bicycle and Pedestrian Long-Range Plan

<https://iowadot.gov/iowainmotion/files/Bike-and-Pedestrian-Plan.pdf>

Iowa DOT 2022 State Transportation Plan

<https://iowadot.gov/iowainmotion/files/Iowa-in-Motion-2050-Full-Web-Version.pdf>

STBG Application

- The STBG application must be completed and submitted using the [Online Form](#).
- Each application must answer all applicable questions.
- A copy of an executed resolution from the City Council or Board of Supervisors must be emailed to MPO Staff by the application deadline. An example resolution can be found in *Appendix B*.
- In lieu of a resolution, applications from MET Transit must include a letter of support from the MET Transit Board; and applications from the Iowa DOT must include a letter of support from the Iowa DOT District 2 Office.
- Questions and application materials (copy of executed resolution, preliminary design plan, detailed cost estimate) should be directed to Kyle Durant at kdurant@inrcog.org.

Project Ranking and Programming

- Projects will be ranked and recommended for funding by the Technical Committee. Voting entities include the following:
 - Each city shall have one vote
 - Black Hawk County shall have one vote
 - MET Transit shall have one vote
 - Waterloo Regional Airport shall have one vote
- The Technical Committee will rank projects by considering the ability to meet the MPO Long-Range Transportation Plan Goals, Objectives, and Performance Measures (see *Appendix A*).
- Projects will be ranked via a comparison process. All projects will be directly compared to each other, with a priority being chosen from each pair. Each time a project is chosen, it will receive a point. Points will be totaled, resulting in a ranked priority list for funding.
- The Technical Committee shall recommend projects for funding based upon the project rankings and funding constraints.
- The Technical Committee has the discretion to recommend the share of STBG funds for each recommended project.
- Projects recommended for STBG funds will be incorporated into the draft Transportation Improvement Program (TIP), distributed to the Policy Board for review, and taken out for public comment. The draft document will also be submitted to the Iowa DOT, FHWA, and FTA for review. Comments from these agencies and the public will be incorporated into the final document and presented to the Policy Board for adoption.
- The Policy Board has the ultimate decision-making authority. The Policy Board shall review and approve the allocation of all STBG projects within the final TIP.
- Upon approval of the final TIP by the Policy Board, the MPO shall forward an *STBG Award Letter* to the recipient. An example letter can be found in *Appendix C*.

Example Ranking

Tech Committee Member 1			Tech Committee Member 2		
Project A or B	Project B or C	Project C or D	Project A or B	Project B or C	Project C or D
Project A or C	Project B or D		Project A or C	Project B or D	
Project A or D			Project A or D		
A: 0 B: 3 C: 2 D: 1			A: 3 B: 2 C: 1 D: 0		
Tech Committee Member 3			Tech Committee Member 4		
Project A or B	Project B or C	Project C or D	Project A or B	Project B or C	Project C or D
Project A or C	Project B or D		Project A or C	Project B or D	
Project A or D			Project A or D		
A: 0 B: 2 C: 2 D: 2			A: 3 B: 1 C: 1 D: 1		
Tech Committee Member 5					
Project A or B	Project B or C	Project C or D			
Project A or C	Project B or D				
Project A or D					
A: 2 B: 2 C: 1 D: 1					
Overall Ranking:					
10 Points, Project B					
8 Points, Project A					
7 Points, Project C					
5 Points, Project D					

Project Status Updates

- Project sponsors shall provide status updates at regularly scheduled MPO Policy Board and Technical Committee meetings.
- Status updates include but are not limited to:
 - a. Letting schedule
 - b. Construction schedule
 - c. Changes in project scope
 - d. Construction progress

STBG Application Checklist

- ☐ STBG application fully completed and submitted online
- ☐ Copy of executed resolution (if applicable) submitted to MPO Staff
- ☐ Preliminary design plan (if applicable) submitted to MPO Staff
- ☐ Detailed cost estimate submitted to MPO Staff
- ☐ Letter of support submitted to MPO Staff (MET Transit and Iowa DOT only)

MPO Contact Information

Kyle Durant
Transportation Planner II
kdurant@inrcog.org



INRCOG
Iowa Northland Regional
Council of Governments

229 East Park Ave
Waterloo, IA 50703
(319) 235-0311
Monday–Friday, 8:00 a.m.–4:00 p.m.
www.bhcmpo.org

Appendix A: 2045 Long-Range Transportation Plan Goals, Objectives, and Performance Measures

Goal	Objective	Performance Measurement	MPO Baseline Condition Data
Increase the safety of the transportation system	1.1) Reduce the number of traffic fatalities	Total number of traffic fatalities*	6.8 / year
	1.2) Reduce the rate of traffic fatalities	Rate of fatalities per 100 million Vehicle Miles Traveled*	2.092
	1.3) Reduce the number of traffic serious injuries	Total number of serious injuries*	38.6 / year
	1.4) Reduce the rate of traffic serious injuries	Rate of serious injuries per 100 million Vehicle Miles Traveled*	11.876
	1.5) Reduce the number of non-motorized fatalities and serious injuries	Total number of non-motorized fatalities and serious injuries*	6.8 / year
	1.6) Reduce the number of traffic accidents involving pedestrians and bicyclists	Total number of crashes involving pedestrians and bicyclists	40.8 / year
Strategically preserve the existing infrastructure	2.1) Preserve and maintain Interstate system pavement	Percentage of Interstate pavement in good condition* Percentage of Interstate pavement in poor condition*	Good: 75.5% Poor: 0.00%
	2.2) Preserve and maintain non-Interstate National Highway System (NHS) pavement	Percentage of non-Interstate NHS pavement in good condition* Percentage of non-Interstate NHS pavement in poor condition*	Good: 24.2% Poor: 30.6%
	2.3) Preserve and maintain NHS bridges	Percentage of NHS bridge deck area in good condition* Percentage of NHS bridge deck area in poor condition*	Good: 57.8% Poor: 0.0%
	2.4) Preserve and maintain non-NHS road pavement conditions	Percentage of non-NHS roads in good or very good condition Percentage of non-NHS roads in poor or very poor condition	Good: 34.0% Poor: 21.0%
	2.5) Decrease the number of bridges that are posted or closed	Total number of posted or closed bridges	13
	2.6) Decrease the number of bridges that are structurally deficient	Total number of structurally deficient bridges	12
	2.7) Increase the average bridge sufficiency rating	Average bridge sufficiency rating of bridges in the metropolitan area	88.3
Support an efficient transportation system	3.1) Maintain the percent of person-miles traveled on the Interstate that are reliable	Level of Travel Time Reliability (LOTTR)*	100.0%
	3.2) Maintain the percent of the person-miles traveled on the non-Interstate NHS that are reliable	LOTTR*	99.6%
	3.3) Improve freight travel time reliability	Truck Travel Time Reliability (TTTR) Index*	1.19
	3.4) Reduce the total vehicle hours traveled	Travel Demand Model (TDM) base year total vehicle hours traveled (VHT)	83,582 (VHT)
Provide a high degree of multimodal accessibility and mobility	4.1) Provide more on-road bicycle facilities	Number of miles of on-road bicycle accommodations	TBD
	4.2) Provide additional infrastructure to provide pedestrians easy access to commercial districts	Total length of public sidewalks and crosswalks in MPO Pedestrian Master Plan focus areas	282.6 miles
	4.3) A greater percentage of trips are made by foot	Percent of workers who walk to work	5.0%
	4.4) A greater number of trips are made using public transit	Total number of fixed route rides using MET	398,270
	4.5) Decrease the percent of MET's vehicles that are beyond Useful Life Benchmark (ULB)	Percent of revenue vehicles within an asset class that have met or exceeded ULB* Percent of non-revenue vehicles that have met or exceeded ULB*	Buses: 26% Mini-buses: 54% Non-Rev: 66% Facilities: 0%
	4.6) Transit facilities remain in good condition	Percent of MET's facilities with a condition rating below 3.0*	0.0%
	4.7) Increase the number of bus shelters in the metropolitan area	Number of bus shelters	6

Appendix B: Example Resolution

A RESOLUTION OF THE **[MEMBER GOVERNMENT]** APPROVING AN APPLICATION TO THE BLACK HAWK COUNTY METROPOLITAN PLANNING ORGANIZATION (MPO) FOR SURFACE TRANSPORTATION BLOCK GRANT (STBG) PROGRAM FUNDING FOR THE **[PROJECT NAME]** PROJECT AND DIRECTING EXECUTION OF SAID APPLICATION BY THE **[GOVERNING BODY]**.

WHEREAS, the **[MEMBER GOVERNMENT]** is a full member in good standing of the Black Hawk County Metropolitan Planning Organization (MPO); and

WHEREAS, the MPO provides Surface Transportation Block Grant (STBG) Program funds, on a competitive basis, for eligible projects to preserve and improve the conditions and performance on any federal-aid highway, bridge project on any public road, pedestrian and bicycle infrastructure, and transit capital projects; and

WHEREAS, it is in the best interest of the **[MEMBER GOVERNMENT]** to avail itself of financial assistance through the Surface Transportation Block Grant Program as administered by the Black Hawk County MPO.

NOW, THEREFORE BE IT RESOLVED BY THE **[GOVERNING BODY]** OF THE **[MEMBER GOVERNMENT]** AS FOLLOWS:

- 1) The Surface Transportation Block Grant Program application for the **[PROJECT NAME]** project is hereby approved and endorsed by the **[GOVERNING BODY]**.
- 2) The improvements provided for in this application will be dedicated to public use and adequately maintained by the **[MEMBER GOVERNMENT]**.
- 3) The **[MEMBER GOVERNMENT]** assures the Black Hawk County Metropolitan Planning Organization that funds for the local match have been or will be committed to the Surface Transportation Block Grant Program project.
- 4) The **[DESIGNATED OFFICIAL]** is hereby designated as the official representative of the **[MEMBER GOVERNMENT]** and is further hereby directed and authorized to affix their signature to said application on behalf of the **[GOVERNING BODY]**.

PASSED AND ADOPTED THIS _____ day of _____, 20__.

ATTEST:

Appendix C: Example Award Letter



INRCOG

Iowa Northland Regional
Council of Governments

August 25, 2022

Name
Title
Community
Address
City, State ZIP

Dear Joe Example:

RE: Black Hawk County Metropolitan Planning Organization
Surface Transportation Block Grant Program Funding Award

This correspondence is to inform the City of Exemptown that the Black Hawk County Metropolitan Planning Organization (MPO) has awarded Surface Transportation Block Grant (STBG) Program funds in the amount of \$1,000,000.00 for the 1st Street Reconstruction project. Your project will be programmed into the MPO Fiscal Year 2024-2027 Transportation Improvement Program (TIP) in federal fiscal year 2027.

To receive STBG funds, the City must work with the Iowa Department of Transportation. To initiate that process, project sponsors should contact the Iowa DOT Local Systems Bureau.

Please note the City does not yet have a funding commitment nor is it authorized to expend STBG funds until the project has been authorized by the Federal Highway Administration (FHWA). Expenditures incurred prior to FHWA authorization will be ineligible for reimbursement. If you have questions, please contact me at (319) 235-0311 or kdurant@inrcog.org.

Sincerely,

Kyle Durant
Transportation Planner II

INRCOG | PARTNERS FOR PROGRESS

Developing Strong Local Government through Regional Cooperation

229 E Park Avenue | Waterloo Iowa 50703 | P (319) 235-0311 | F (319) 235-2891 | www.inrcog.org