



RTPO Work Program

SFY 2026 (July 1, 2025 – June 30, 2026)

Maumee Valley Planning Organization

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Introduction

Established in 1973, the Maumee Valley Planning Organization (MVPO) is organized as a regional planning commission under Section 713.21 of the Ohio Revised Code, serving local communities within Defiance, Fulton, Henry, Paulding, and Williams Counties. Providing services related to housing, community, and economic development, MVPO is designated as an Economic Development District by the U.S. Department of Commerce Economic Development Administration and serves as the District 5 liaison for the Ohio Public Works Commission's State Capital Improvement Program and Local Transportation Improvement Program.

Transportation Planning

MVPO is designated as a Regional Transportation Planning Organization (RTPO) under United States Code, Title 23, Section 135(m). As an RTPO, MVPO provides transportation planning services, which include the development of long-range transportation plans, coordination of transportation-related projects, and collaboration with local governments, stakeholders, and the public to improve mobility and accessibility. MVPO also works to secure funding for transportation improvements, conduct data analysis, and integrate transportation planning with economic development and land-use strategies to promote sustainable growth. Through its role as an RTPO, MVPO plays a vital part in fostering a safe, efficient, and interconnected transportation network for the region.

Work Program

The Work Program is an essential document developed annually by each RTPO in accordance with federal and state regulations. This document outlines the RTPO's planning priorities and details the transportation-related planning activities anticipated for the upcoming state fiscal year (SFY). It provides a clear description of these activities, including who will be responsible for completing the work, the timeline for completion, and the specific deliverables that will result. The Work Program serves as a guide for the RTPO's efforts to address regional transportation needs and priorities.

Planning Priorities

The planning priorities for SFY 2026 have been developed based on MVPO's long-range transportation plan, *Moving Together 2045*, and are designed to position the region for a more connected and resilient future. As communities face changing travel patterns, economic shifts, and evolving infrastructure needs, these priorities ensure that regional planning remains proactive and adaptable. They build upon a strong foundation of strategic goals while incorporating new challenges and opportunities identified through ongoing stakeholder engagement and data analysis.

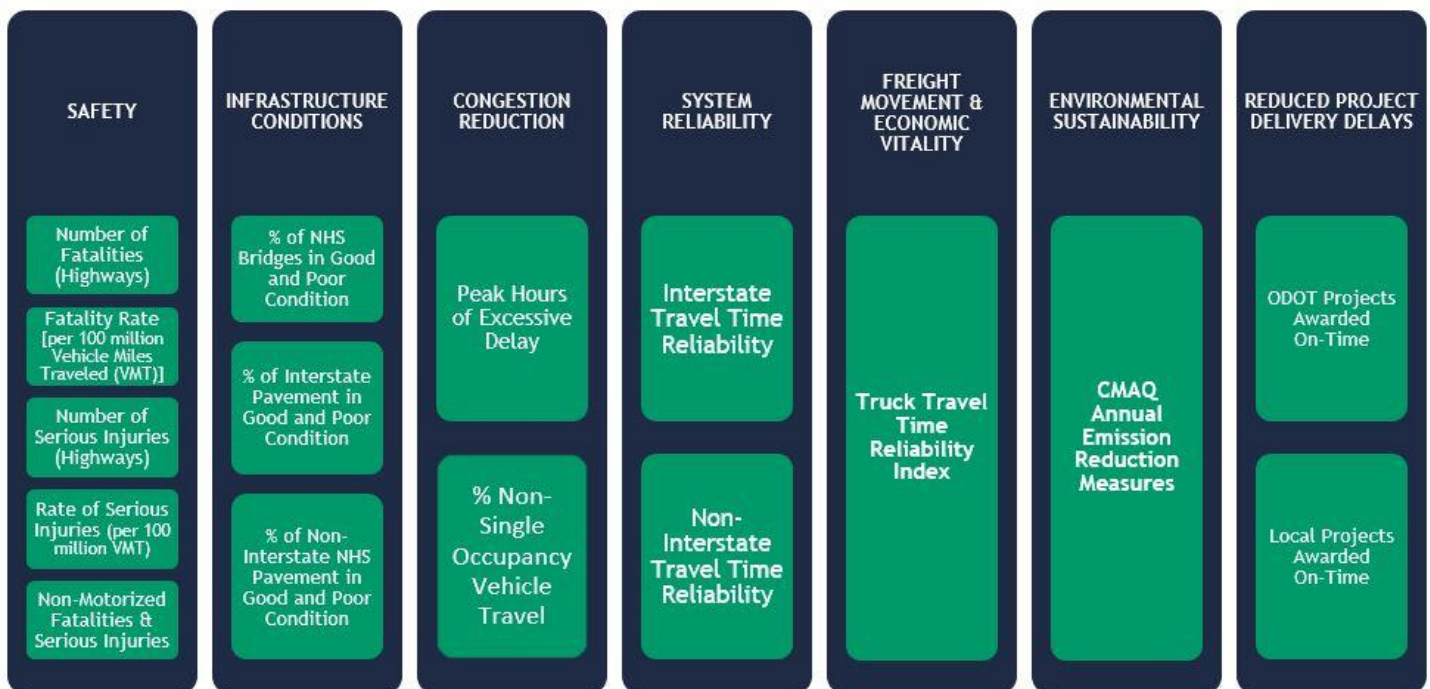
The goals identified in the long-range transportation plan collectively aim to build a system that is safer, more efficient, and adaptable to the evolving needs of the region. These goals prioritize the integration of safety, sustainability, and accessibility into the transportation system, ensuring that it can serve not only today's demands but also future challenges. By maintaining infrastructure, enhancing mobility options, and fostering environmental responsibility, the region is laying the groundwork for a transportation system that promotes economic vitality, community well-being, and a higher quality of life for all. Together, these objectives reflect a holistic approach to creating a transportation system that is not only resilient but also equitable and forward-thinking, supporting a thriving region for years to come.

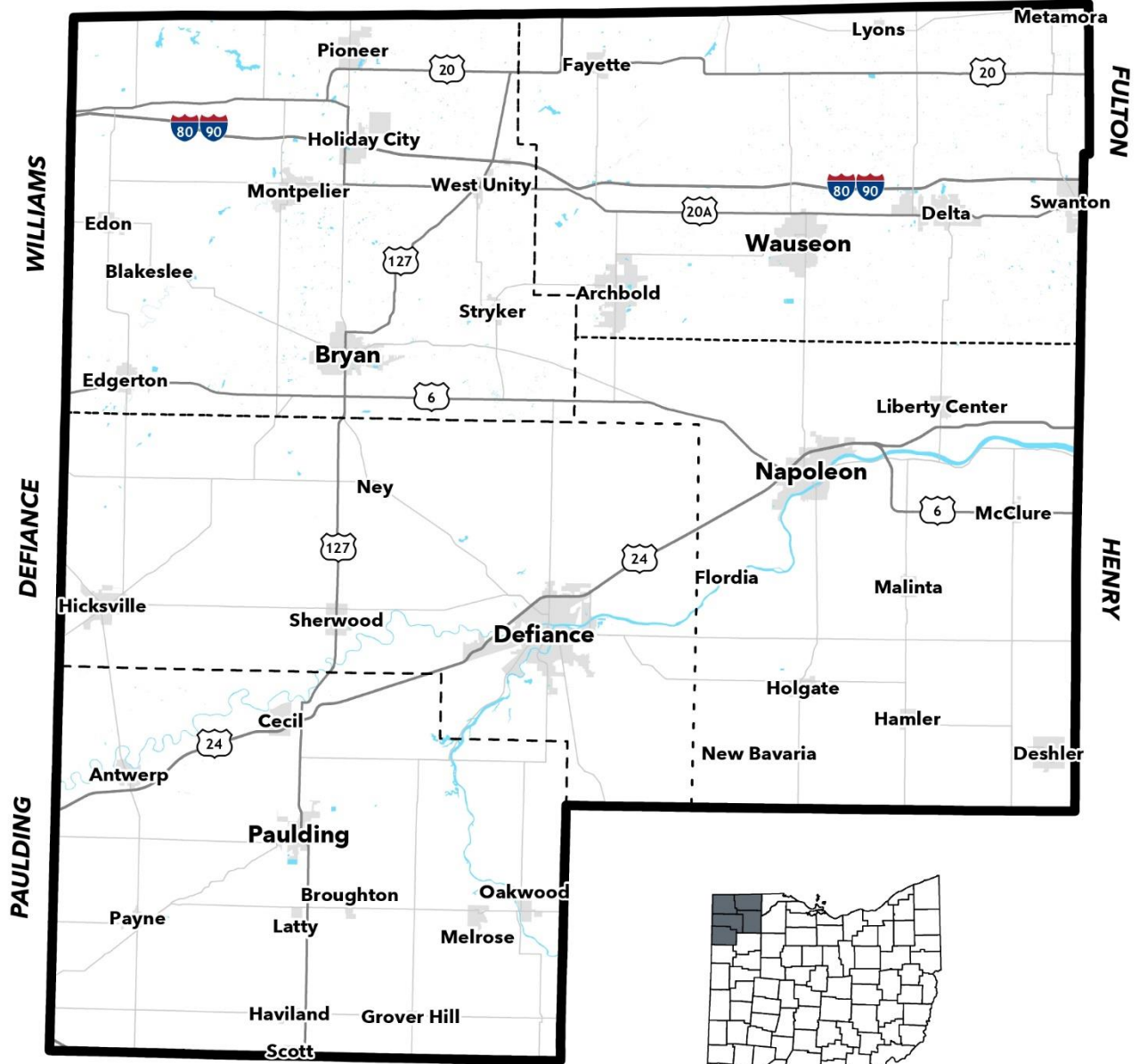
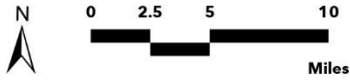
The MVPO long-range transportation goals are listed below:

#	Goal	Description
1	Safety	Increase the safety of the region's transportation network for motorized and non-motorized users through a reduction in fatalities and serious injuries.
2	Infrastructure Condition	Maintain the existing transportation system in a state of good repair.
3	Environmental Sustainability	Protect the environment, promote energy conservation, and improve quality of life while improving the region's transportation network.
4	Personal Mobility	Increase transportation options available for people to reach their desired destination.
5	Bicycle and Pedestrian Initiatives	Improve the non-motorized transportation network.
6	Freight Movement and Economic Vitality	Improve the region's freight network and support the economic vitality of the region.

Performance Measures

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) have developed a series of performance measures that every state must monitor to determine how effectively their transportation investments are advancing the national performance goals. A list of the national goal areas and associated performance measures is shown below. Statewide transportation targets have been established for each of these performance metrics. The targets were established by a coordinated effort between the Ohio Department of Transportation (ODOT), metropolitan planning organizations (MPOs), and RTPOs. MVPO supports and uses the statewide performance targets for all applicable measures and incorporates these into its planning efforts.





Note:
 The geographic and mapping information provided herein is for informational purposes only and is compiled from various sources believed to be reliable.
 3/18/2025

MVPO Planning Area
Defiance, Fulton, Henry, Paulding, and Williams Counties



Budget

The MVPO RTPO budget for SFY 2026 is \$160,916 (PID: 118375). Annual RTPO planning funds are provided by ODOT's State Planning & Research (SPR) program. Federal SPR funds require a 20% match. ODOT provides a 10% match using state funds, while the RTPO must provide the remaining 10% match with local funds.

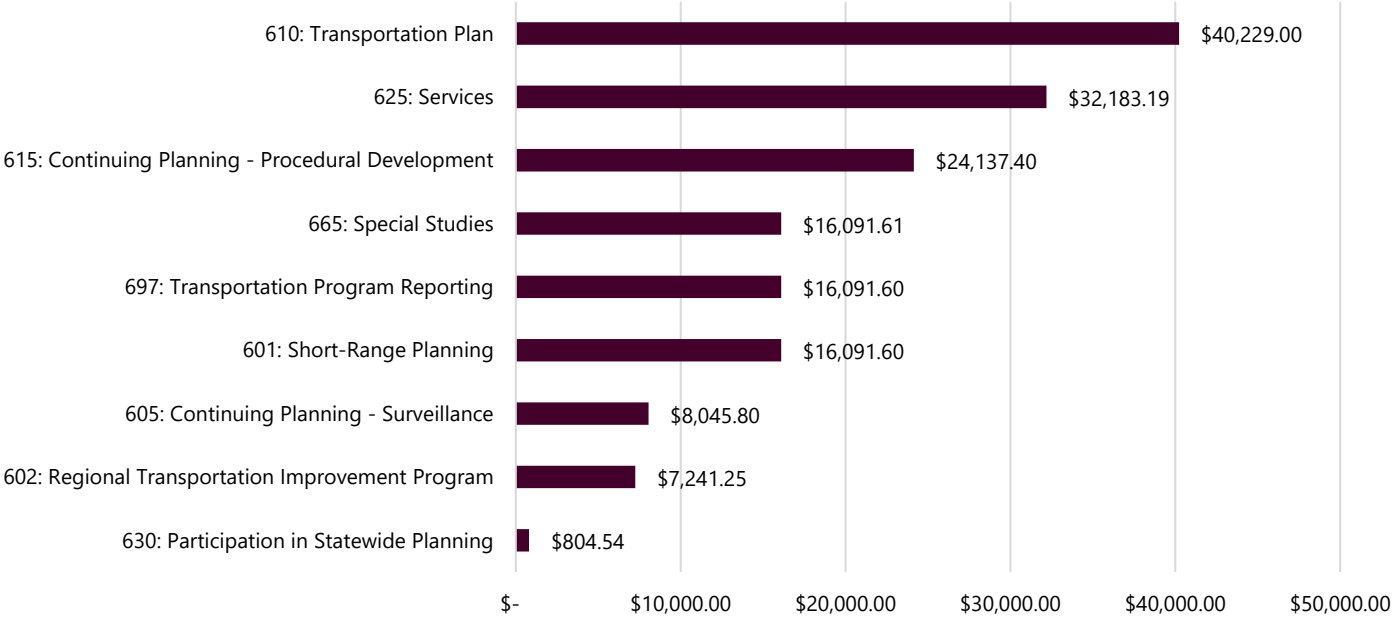
The overall budget is as follows:

Fund Type	Expense Budget		Rates	Revenue Budget					
	Total Cost			Federal (80%)	State (10%)	Local (10%)			
Direct Labor	\$	75,158.48		\$	60,126.78	\$	7,515.85	\$	7,515.85
Other Direct Costs	\$	14,747.79		\$	11,798.23	\$	1,474.78	\$	1,474.78
Fringe Benefits	\$	40,239.85	53.54%	\$	32,191.87	\$	4,023.99	\$	4,023.99
Indirect Costs	\$	30,769.88	40.94%	\$	24,615.91	\$	3,076.99	\$	3,076.98
Total	\$	160,916.00		\$	128,732.79	\$	16,091.61	\$	16,091.60

Planning activities conducted by the RTPO are divided into subcategories. These are further detailed in the following section, explaining their activities and budget throughout SFY 2026.

The budget for each subcategory is as follows:

SFY 2026 Budget Overview by Subcategories



Work Program Subcategories

Planning activities conducted by the RTPPO are divided into subcategories. These subcategories are designated by ODOT per the June 2022 RTPPO Administration Manual. As outlined in the SFY 2026 RTPPO Work Program Initiation Letter, emphasis will be given to the following areas:

- RTPPO Capital Program management
- Development and maintenance of the SFY 2026 – 2029 RTIP/STIP
- Title VI

The subcategories for SFY 2026 are as follows:

#	Subcategory	Description
601	Short-Range Planning	The identification and analysis of near-term transportation problems/needs and the development of recommended solutions.
602	Regional Transportation Improvement Plan	The development, monitoring, and revision of the biennial Regional Transportation Improvement Program (RTIP) and project delivery activities associated with projects included in the 4-year program of transportation system improvements.
605	Continuing Planning – Surveillance	Maintenance of basic data files or input to other aspects of the ongoing transportation planning process.
610	Transportation Plan	The development, evaluation, revision, and updating of the RTPPO Long-Range Transportation Plan.
615	Continuing Surveillance – Procedural Development	The development of new transportation planning techniques and technologies.
625	Services	The provision of planning assistance, data, information, and reports to individuals and organizations involved in community development, planning, and implementation activities.
630	Participation in Statewide Planning	Assistance provided to ODOT in the development of Access Ohio and other statewide transportation planning activities.
665	Special Studies	Efforts and activities that do not meet the qualifications to be categorized elsewhere, such as research activity and special project assistance.
697	Transportation Program Reporting	Includes the preparation of reports and documents that facilitate communication of transportation-related issues to the region’s transportation stakeholders. All other reports shall be included within the proper subcategories.

601: Short-Range Planning

PID: 118375

Short-range planning focuses on identifying and analyzing near-term transportation needs and developing solutions. This includes activities such as safety planning through participation in various safety committees and local initiatives, as well as the development of active transportation plans to improve non-motorized travel and infrastructure. Additionally, support is provided to the Mobility Manager, helping to ensure effective stakeholder engagement and resource coordination. These efforts aim to address immediate transportation challenges and enhance regional mobility.

Activity / Work Products	Agencies	Schedule
<p>Safety Planning</p> <p>Participation in ODOT District Safety Review, Strategic Highway Safety Plan (SHSP) Steering Committee, Ohio Association of Regional Councils (OARC) Transportation Safety Subcommittee, and local Safe Communities to support coordination, data sharing, and integration with statewide and local safety initiatives.</p>	MVPO, ODOT, OARC, stakeholders	Ongoing
<p>Defiance County Active Transportation Plan</p> <p>Development of the Defiance County Active Transportation Plan to identify infrastructure needs, improve connectivity, and support safe, accessible travel for all users.</p>	MVPO, stakeholders	September 30, 2025
<p>Williams County Active Transportation Plan</p> <p>Development of the Williams County Active Transportation Plan to identify infrastructure needs, improve connectivity, and support safe, accessible travel for all users.</p>	MVPO, stakeholders	September 30, 2025
<p>Mobility Management</p> <p>Assistance to the Mobility Manager (Northwest Ohio Mobility) with the management of the Regional Coordinated Transportation Plan and stakeholder engagement.</p>	MVPO, Northwest Ohio Mobility, stakeholders	Ongoing

Fund Type	Expense Budget		Rates	Revenue Budget		
	Total Cost			Federal (80%)	State (10%)	Local (10%)
Direct Labor	\$ 8,150.76		\$ 6,520.61	\$ 815.08	\$ 815.07	
Other Direct Costs	\$ 240.00		\$ 192.00	\$ 24.00	\$ 24.00	
Fringe Benefits	\$ 4,363.92	53.54%	\$ 3,491.13	\$ 436.39	\$ 436.40	
Indirect Costs	\$ 3,336.92	40.94%	\$ 2,669.54	\$ 333.69	\$ 333.69	
Total	\$ 16,091.60		\$ 12,873.28	\$ 1,609.16	\$ 1,609.16	

602: Regional Transportation Improvement Program

PID: 118375

The Regional Transportation Improvement Program (RTIP) is a four-year planning document, updated biennially, developed to reflect the investment priorities of the Statewide Transportation Improvement Program (STIP) for the RTPO region. The STIP identifies all state and local transportation federal highway or federal transit funded projects, along with funded projects scheduled for some phase of implementation during the four-year period. The document also serves to reflect the continuing, cooperative, and comprehensive planning effort to advance the transportation needs of the region. It is a comprehensive and financially constrained listing of regional transportation projects scheduled for implementation within the next four years. The program of projects included in the RTIP maintains a balance of local and regional needs and includes projects from all modes of transportation, including highways, transit, rail, bicycles, and pedestrians.

The MVPO RTPO SFY 2026-2029 RTIP was completed in June 2025. Activities for SFY 2026 focus on monitoring updates to the RTIP to track changes and adjustments to planned projects. Additionally, the Capital Program involves keeping track of projects funded through the RTPO Capital Program allocation as part of the Surface Transportation Block Grant, ensuring that previously programmed projects are being implemented effectively and on schedule.

Activity / Work Products	Agencies	Schedule
RTIP Monitoring Monitor project updates to the RTIP to ensure accuracy, track implementation progress, and support coordination with regional and statewide transportation priorities.	MVPO, ODOT, stakeholders	Ongoing
Capital Program Monitor projects previously programmed utilizing the Surface Transportation Block Grant (STBG) through the RTPO Capital Program allocation funds to track implementation progress.	MVPO, ODOT, stakeholders	Ongoing

Fund Type	Expense Budget		Rates	Revenue Budget		
	Total Cost			Federal (80%)	State (10%)	Local (10%)
Direct Labor	\$ 3,723.39			\$ 2,978.71	\$ 372.34	\$ 372.34
Other Direct Costs	\$ -			\$ -	\$ -	\$ -
Fringe Benefits	\$ 1,993.50	53.54%		\$ 1,594.80	\$ 199.35	\$ 199.35
Indirect Costs	\$ 1,524.36	40.94%		\$ 1,219.48	\$ 152.44	\$ 152.44
Total	\$ 7,241.25			\$ 5,792.99	\$ 724.13	\$ 724.13

605: Continuing Planning – Surveillance

PID: 118375

Continuing planning – surveillance focuses on maintaining essential data for ongoing transportation planning. This includes developing and updating maps that provide interactive, online access to transportation-related data and information. These efforts ensure that accurate and up-to-date data is available.

Activity / Work Products	Agencies	Schedule
Geographic Information Systems (GIS) Develop and maintain interactive maps to be posted online to the MVPO website, displaying transportation-related data and information to support planning, analysis, and public engagement.	MVPO	Ongoing

Fund Type	Expense Budget		Rates	Revenue Budget					
	Total Cost			Federal (80%)	State (10%)	Local (10%)			
Direct Labor	\$	1,566.13		\$	1,252.90	\$	156.61	\$	156.62
Other Direct Costs	\$	4,999.99		\$	3,999.99	\$	500.00	\$	500.00
Fringe Benefits	\$	838.51	53.54%	\$	670.80	\$	83.85	\$	83.86
Indirect Costs	\$	641.17	40.94%	\$	512.94	\$	64.12	\$	64.11
Total	\$	8,045.80		\$	6,436.63	\$	804.58	\$	804.59

610: Transportation Plan

PID: 118375

The RTPO long-range transportation plan is an important statement of the direction the region will be taking in transportation system investment. The plan identifies the multimodal and intermodal transportation policies and facilities needed to meet the RTPO’s travel demand for a minimum 20-year planning horizon. An RTPO long-range transportation plan should be updated every five years and should cover transportation needs for the entire region. The plan should include both short- and long-term strategies designed to result in an integrated transportation system that facilitates the efficient movement of people and goods.

Ongoing development and completion of the MVPO long-range transportation plan, Moving Together 2050, will continue throughout SFY 2026.

Activity / Work Products	Agencies	Schedule
Long-Range Transportation Plan (LRTP)		
Development of the LRTP <i>Moving Together 2050</i> . Includes engagement with the Steering Committee and public involvement to identify long-term regional transportation needs and guide future investment strategies.	MVPO, ODOT, stakeholders	June 30, 2026

Fund Type	Expense Budget	Rates	Revenue Budget		
	Total Cost		Federal (80%)	State (10%)	Local (10%)
Direct Labor	\$ 20,685.42		\$ 16,548.34	\$ 2,068.54	\$ 2,068.54
Other Direct Costs	\$ -		\$ -	\$ -	\$ -
Fringe Benefits	\$ 11,074.97	53.54%	\$ 8,859.98	\$ 1,107.50	\$ 1,107.49
Indirect Costs	\$ 8,468.61	40.94%	\$ 6,774.89	\$ 846.86	\$ 846.86
Total	\$ 40,229.00		\$ 32,183.21	\$ 4,022.90	\$ 4,022.89

615: Continuing Surveillance – Procedural Development

PID: 118375

Continuing surveillance – procedural development focuses on the development of new transportation planning techniques and technologies. This includes participation in training opportunities such as webinars, workshops, and conferences to stay updated on industry trends. Additionally, involvement in various organizations allows for collaboration on transportation-related issues. Coordination with ODOT, MPOs, and other RTPOs further ensures the sharing of best practices and continuous improvement in planning procedures.

Activity / Work Products	Agencies	Schedule
<p>Training</p> <p>Participation in webinars, workshops, and conferences to stay informed on best practices, emerging trends, and policy updates in transportation planning.</p>	MVPO	Ongoing
<p>Ohio Association of Regional Councils (OARC)</p> <p>Participation in OARC to address transportation-related issues, collaborate with peer agencies, and contribute to statewide planning initiatives.</p>	MVPO	Ongoing
<p>Ohio Rural Development Alliance (ORDA)</p> <p>Participation in ORDA to engage in transportation-related issues, support rural mobility needs, and promote coordinated regional development.</p>	MVPO	Ongoing
<p>Coordination</p> <p>Coordination with ODOT, MPOs, and other RTPOs to further best practices and strengthen regional transportation planning efforts.</p>	MVPO	Ongoing

Fund Type	Expense Budget		Rates	Revenue Budget					
	Total Cost			Federal (80%)	State (10%)	Local (10%)			
Direct Labor	\$	7,950.64		\$	6,360.51	\$	795.06	\$	795.07
Other Direct Costs	\$	8,675.00		\$	6,940.00	\$	867.50	\$	867.50
Fringe Benefits	\$	4,256.77	53.54%	\$	3,405.42	\$	425.68	\$	425.67
Indirect Costs	\$	3,254.99	40.94%	\$	2,603.99	\$	325.50	\$	325.50
Total	\$	24,137.40		\$	19,309.92	\$	2,413.74	\$	2,413.74

625: Services

PID: 118375

Services focus on providing planning assistance, data, information, and reports to individuals and organizations involved in community development and planning activities. This includes offering grant assistance to help stakeholders identify and apply for transportation funding opportunities. Additionally, the RTPO will respond to data requests, providing transportation data, maps, and reports to support stakeholder needs. Public engagement support is also provided to assist with outreach efforts for transportation projects and planning initiatives, ensuring active community involvement in the planning process.

Activity / Work Products	Agencies	Schedule
Grant Assistance Help stakeholders identify and apply for transportation funding opportunities to support regional and local projects and enhance transportation infrastructure.	MVPO, stakeholders	As needed
Data Requests Respond to requests for transportation data, maps, and reports from stakeholders to support informed decision-making and planning efforts.	MVPO, stakeholders	As needed
Public Engagement Support Assist with outreach efforts for transportation projects and planning initiatives to ensure broad community involvement and gather valuable public input.	MVPO, stakeholders	As needed

Fund Type	Expense Budget		Rates	Revenue Budget					
	Total Cost			Federal (80%)	State (10%)	Local (10%)			
Direct Labor	\$	16,548.33		\$	13,238.66	\$	1,654.83	\$	1,654.84
Other Direct Costs	\$	-		\$	-	\$	-	\$	-
Fringe Benefits	\$	8,859.98	53.54%	\$	7,087.98	\$	886.00	\$	886.00
Indirect Costs	\$	6,774.89	40.94%	\$	5,419.91	\$	677.49	\$	677.49
Total	\$	32,183.19		\$	25,746.55	\$	3,218.32	\$	3,218.32

630: Participation in Statewide Planning

PID: 118375

Participation in statewide planning involves assisting ODOT with the development of statewide transportation planning activities. This includes providing input into Access Ohio to ensure that regional priorities are reflected in the statewide transportation plan. Similarly, input is provided for other ODOT statewide plans, ensuring that regional needs and priorities are considered in the broader planning efforts.

Activity / Work Products	Agencies	Schedule
<p>Access Ohio</p> <p>Provide input into ODOT's statewide transportation plan and ensure regional priorities are represented and align with broader state transportation goals.</p>	MVPO, ODOT	Ongoing
<p>Other Statewide Plans</p> <p>Provide input into other ODOT statewide plans and ensure regional priorities are considered and effectively integrated into state-level transportation strategies.</p>	MVPO, ODOT	Ongoing

Fund Type	Expense Budget		Rates	Revenue Budget		
	Total Cost			Federal (80%)	State (10%)	Local (10%)
Direct Labor	\$ 413.69		\$ 330.95	\$ 41.37	\$ 41.37	
Other Direct Costs	\$ -		\$ -	\$ -	\$ -	
Fringe Benefits	\$ 221.49	53.54%	\$ 177.19	\$ 22.15	\$ 22.15	
Indirect Costs	\$ 169.36	40.94%	\$ 135.49	\$ 16.94	\$ 16.93	
Total	\$ 804.54		\$ 643.63	\$ 80.46	\$ 80.45	

665: Special Studies

PID: 118375

Special studies include efforts and activities that do not fit into other categories, such as research and special project assistance. This involves the development of a Safety Action Plan as part of the Safe Streets and Roads for All (SS4A) program. Additionally, the subcategory covers involvement in potential transportation-related activities that may arise and be developed in the future.

Activity / Work Products	Agencies	Schedule
<p>Safety Action Plan</p> <p>Development of a regional Safety Action Plan as part of a Planning and Demonstration Grant secured through the Safe Streets and Roads for All (SS4A) program. Includes coordination with consultants, engagement with a Steering Committee, and public involvement. Primary development is being conducted by consultants.</p>	MVPO, ODOT, FHWA, consultants, stakeholders	June 30, 2026
<p>Other</p> <p>Involvement with potential transportation-related activities that may be developed, supporting emerging needs and opportunities as they arise.</p>	MVPO	As needed

Fund Type	Expense Budget		Rates	Revenue Budget		
	Total Cost			Federal (80%)	State (10%)	Local (10%)
Direct Labor	\$ 8,274.17		\$ 6,619.34	\$ 827.42	\$ 827.41	
Other Direct Costs	\$ -		\$ -	\$ -	\$ -	
Fringe Benefits	\$ 4,429.99	53.54%	\$ 3,543.99	\$ 443.00	\$ 443.00	
Indirect Costs	\$ 3,387.45	40.94%	\$ 2,709.96	\$ 338.74	\$ 338.75	
Total	\$ 16,091.61		\$ 12,873.29	\$ 1,609.16	\$ 1,609.16	

697: Transportation Program Reporting

PID: 118375

Transportation program reporting involves preparing reports and documents to communicate transportation-related issues to the region’s stakeholders. This includes developing the annual Work Program and Completion Report, as well as reviewing and updating the Public Participation Plan and Title VI Policies and Procedures. The subcategory also includes preparation and participation in the MVPO Executive Council and RTPO Technical Committee meetings to ensure effective communication and decision-making. Additionally, RTPO management involves staff coordination of activities and budget management to support the overall planning process.

Activity / Work Products	Agencies	Schedule
<p>Work Program</p> <p>Development of the SFY 2027 Work Program to outline key transportation planning activities, priorities, and deliverables for the upcoming year.</p>	MVPO	June 30, 2026
<p>Completion Report</p> <p>Development of the SFY 2025 Completion Report to summarize achievements, assess progress, and highlight key outcomes of the year’s transportation planning activities.</p>	MVPO	September 30, 2025
<p>Public Participation Plan</p> <p>Review the Public Participation Plan for updates to ensure effective community engagement and incorporate any necessary changes based on feedback and evolving needs.</p>	MVPO	Ongoing
<p>Title VI</p> <p>Review the Title VI Policies and Procedures for updates to ensure compliance with federal civil rights requirements and promote equitable access to transportation planning services.</p>	MVPO	Ongoing
<p>Executive Council</p> <p>Preparation and participation in MVPO Executive Council meetings to provide strategic input, discuss regional transportation priorities, and guide decision-making.</p>	MVPO	Quarterly
<p>Technical Advisory Committee</p> <p>Preparation and participation in MVPO RTPO Technical Advisory Committee meetings to support regional collaboration, share technical expertise, and advance transportation planning efforts.</p>	MVPO	Quarterly
<p>RTPO Management</p> <p>MVPO staff coordination of RTPO activities and budget management to ensure efficient operations, compliance with program requirements, and effective delivery of planning activities.</p>	MVPO	Ongoing

Fund Type	Expense Budget	Rates	Revenue Budget		
	Total Cost		Federal (80%)	State (10%)	Local (10%)
Direct Labor	\$ 7,845.95		\$ 6,276.76	\$ 784.60	\$ 784.59
Other Direct Costs	\$ 832.80		\$ 666.24	\$ 83.28	\$ 83.28
Fringe Benefits	\$ 4,200.72	53.54%	\$ 3,360.58	\$ 420.07	\$ 420.07
Indirect Costs	\$ 3,212.13	40.94%	\$ 2,569.71	\$ 321.21	\$ 321.21
Total	\$ 16,091.60		\$ 12,873.29	\$ 1,609.16	\$ 1,609.15

**Appendix A:
MVPO RTPO SFY 2026 Resolution**

RESOLUTION NO. 2025-03

**ADOPTING THE STATE FISCAL YEAR 2026
REGIONAL TRANSPORTATION PLANNING ORGANIZATION WORK PROGRAM**

WHEREAS, the Maumee Valley Planning Organization (MVPO) is designated as the Regional Transportation Planning Organization (RTPO) by the Governor for Defiance, Fulton, Henry, Paulding, and Williams Counties; and

WHEREAS, the MVPO Executive Council serves as the policy and decision-making body through which local governments conduct the MVPO RTPO transportation planning process; and

WHEREAS, the MVPO RTPO is required to develop an annual Work Program consistent with federal and state regulations that discusses the transportation planning priorities and transportation-related activities during the upcoming state fiscal year (SFY) to include who will perform the work, the schedule, and the product(s) that will be produced; and

WHEREAS, the MVPO RTPO has a budget of \$160,916 for the upcoming SFY and finds the prescribed elements within the SFY 2026 Work Program are consistent with the MVPO RTPO long-range transportation plan.

NOW THEREFORE IT BE RESOLVED BY THE MVPO EXECUTIVE COUNCIL:

SECTION 1: The Executive Council adopts the MVPO RTPO SFY 2026 Work Program for the period of July 1, 2025, through June 30, 2026.

SECTION 2: The Executive Council hereby commits to providing \$16,091.60, which is 10% of the total cost of the MVPO RTPO program, in which local match funding is required.

DATE:



David Kern, Chairman



Terry Rummel, Vice-Chairman



Lisa McClure, Secretary

Appendix B:
MVPO RTPO Program Budget SFY 2026

Subcategory / Fund Type	Expense Budget		Rates	Revenue Budget		
	Total Cost			Federal (80%)	State (10%)	Local (10%)
601 Short-Range Planning						
Direct Labor	\$ 8,150.76		\$ 6,520.61	\$ 815.08	\$ 815.07	
Other Direct Costs	\$ 240.00		\$ 192.00	\$ 24.00	\$ 24.00	
Fringe Benefits	\$ 4,363.92	53.54%	\$ 3,491.13	\$ 436.39	\$ 436.40	
Indirect Costs	\$ 3,336.92	40.94%	\$ 2,669.54	\$ 333.69	\$ 333.69	
Total	\$ 16,091.60		\$ 12,873.28	\$ 1,609.16	\$ 1,609.16	
602 Regional Transportation Improvement Program						
Direct Labor	\$ 3,723.39		\$ 2,978.71	\$ 372.34	\$ 372.34	
Other Direct Costs	\$ -		\$ -	\$ -	\$ -	
Fringe Benefits	\$ 1,993.50	53.54%	\$ 1,594.80	\$ 199.35	\$ 199.35	
Indirect Costs	\$ 1,524.36	40.94%	\$ 1,219.48	\$ 152.44	\$ 152.44	
Total	\$ 7,241.25		\$ 5,792.99	\$ 724.13	\$ 724.13	
605 Continuing Planning – Surveillance						
Direct Labor	\$ 1,566.13		\$ 1,252.90	\$ 156.61	\$ 156.62	
Other Direct Costs	\$ 4,999.99		\$ 3,999.99	\$ 500.00	\$ 500.00	
Fringe Benefits	\$ 838.51	53.54%	\$ 670.80	\$ 83.85	\$ 83.86	
Indirect Costs	\$ 641.17	40.94%	\$ 512.94	\$ 64.12	\$ 64.11	
Total	\$ 8,045.80		\$ 6,436.63	\$ 804.58	\$ 804.59	
610 Transportation Plan						
Direct Labor	\$ 20,685.42		\$ 16,548.34	\$ 2,068.54	\$ 2,068.54	
Other Direct Costs	\$ -		\$ -	\$ -	\$ -	
Fringe Benefits	\$ 11,074.97	53.54%	\$ 8,859.98	\$ 1,107.50	\$ 1,107.49	
Indirect Costs	\$ 8,468.61	40.94%	\$ 6,774.89	\$ 846.86	\$ 846.86	
Total	\$ 40,229.00		\$ 32,183.21	\$ 4,022.90	\$ 4,022.89	
615 Continuing Surveillance – Procedural Development						
Direct Labor	\$ 7,950.64		\$ 6,360.51	\$ 795.06	\$ 795.07	
Other Direct Costs	\$ 8,675.00		\$ 6,940.00	\$ 867.50	\$ 867.50	
Fringe Benefits	\$ 4,256.77	53.54%	\$ 3,405.42	\$ 425.68	\$ 425.67	
Indirect Costs	\$ 3,254.99	40.94%	\$ 2,603.99	\$ 325.50	\$ 325.50	
Total	\$ 24,137.40		\$ 19,309.92	\$ 2,413.74	\$ 2,413.74	

625 Services						
Direct Labor	\$ 16,548.33		\$ 13,238.66	\$ 1,654.83	\$ 1,654.84	
Other Direct Costs	\$ -		\$ -	\$ -	\$ -	
Fringe Benefits	\$ 8,859.98	53.54%	\$ 7,087.98	\$ 886.00	\$ 886.00	
Indirect Costs	\$ 6,774.89	40.94%	\$ 5,419.91	\$ 677.49	\$ 677.49	
Total	\$ 32,183.19		\$ 25,746.55	\$ 3,218.32	\$ 3,218.32	
630 Participation in Statewide Planning						
Direct Labor	\$ 413.69		\$ 330.95	\$ 41.37	\$ 41.37	
Other Direct Costs	\$ -		\$ -	\$ -	\$ -	
Fringe Benefits	\$ 221.49	53.54%	\$ 177.19	\$ 22.15	\$ 22.15	
Indirect Costs	\$ 169.36	40.94%	\$ 135.49	\$ 16.94	\$ 16.93	
Total	\$ 804.54		\$ 643.63	\$ 80.46	\$ 80.45	
665 Special Studies						
Direct Labor	\$ 8,274.17		\$ 6,619.34	\$ 827.42	\$ 827.41	
Other Direct Costs	\$ -		\$ -	\$ -	\$ -	
Fringe Benefits	\$ 4,429.99	53.54%	\$ 3,543.99	\$ 443.00	\$ 443.00	
Indirect Costs	\$ 3,387.45	40.94%	\$ 2,709.96	\$ 338.74	\$ 338.75	
Total	\$ 16,091.61		\$ 12,873.29	\$ 1,609.16	\$ 1,609.16	
697 Transportation Program Reporting						
Direct Labor	\$ 7,845.95		\$ 6,276.76	\$ 784.60	\$ 784.59	
Other Direct Costs	\$ 832.80		\$ 666.24	\$ 83.28	\$ 83.28	
Fringe Benefits	\$ 4,200.72	53.54%	\$ 3,360.58	\$ 420.07	\$ 420.07	
Indirect Costs	\$ 3,212.13	40.94%	\$ 2,569.71	\$ 321.21	\$ 321.21	
Total	\$ 16,091.60		\$ 12,873.29	\$ 1,609.16	\$ 1,609.15	
TOTAL						
Direct Labor	\$ 75,158.48		\$ 60,126.78	\$ 7,515.85	\$ 7,515.85	
Other Direct Costs	\$ 14,747.79		\$ 11,798.23	\$ 1,474.78	\$ 1,474.78	
Fringe Benefits	\$ 40,239.85	53.54%	\$ 32,191.87	\$ 4,023.99	\$ 4,023.99	
Indirect Costs	\$ 30,769.88	40.94%	\$ 24,615.91	\$ 3,076.99	\$ 3,076.98	
Total	\$ 160,916.00		\$ 128,732.79	\$ 16,091.61	\$ 16,091.60	

Employee Title	Direct Labor Hours Budgeted									
	601	602	605	610	615	625	630	665	697	Total
Executive Director	-	5	-	25	32	-	3	6	10	81
Director of Economic Development	-	-	-	8	-	-	-	6	8	22
Fiscal Officer	-	-	-	-	-	-	-	-	10	10
Transportation Planner / GIS Analyst	104	49	51	243	139	207	2	95	89	979
Transportation Planner / GIS Analyst	103	49	52	243	140	208	3	96	90	984
Senior Planner	-	-	-	-	-	-	-	4	-	4

Employee Title	Salary Range
Executive Director	\$65,000 – \$75,000
Director of Economic Development	\$60,000 - \$75,000
Fiscal Officer	\$50,000 - \$65,000
Transportation Planner / GIS Analyst	\$45,000 - \$63,000
Transportation Planner / GIS Analyst	\$45,000 - \$63,000
Senior Planner	\$45,000 - \$63,000

Category / Description	Project Direct Costs Budgeted									
	601	602	605	610	615	625	630	665	697	Total Cost
Travel										
Mileage/Meals/Hotel/Tolls/Parking		-		-		-	-	-		
Advertising/Printing										
Website/Public Notices/Copies		-		-		-	-	-		
Supplies										
Postage/Misc.		-		-		-	-	-		
Other Expenses										
Equipment/Conferences/Trainings/ Meeting Spaces		-		-		-	-	-		
Contract Services										
Transportation Plan/CEDS		-		-		-	-	-		
Total	\$240.00	-	\$4,999.99	-	\$8,675.00	-	-	-	\$832.80	\$14,747.79

**Appendix C:
Title VI Compliance Questionnaire**

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

General

1. Which office within your organization has lead responsibility for Title VI compliance?

MVPO does not currently have a department that is responsible for Title VI compliance- it falls under the RTPO responsibilities.

2. Who is your designated Title VI Coordinator? Please provide the person's name, title and contact information.

Amanda Pobega, 419-784-3882, gisplanner@mvpo.org

3. Does your organization have a Title VI Program Plan? If so, please provide the website link or attach a copy.

Yes, this plan is available on MVPO's website at www.mvpo.org

4. Does your organization have a Title VI policy? If so, please provide the website link or attach a copy.

Yes, the procedures are within the Title VI Plan, which is available at www.mvpo.org/rtpo

5. Does your organization have written Title VI complaint procedures? If so, please provide the website link or attach a copy.

Yes, the procedures are within the Title VI Plan, which is available at www.mvpo.org/rtpo

6. Does your organization have a Title VI complaint form? If so, please provide the website link or attach a copy.

Yes, it is within the Title VI Plan and available online at www.mvpo.org/rtpo

7. Does your organization make the public aware of the right to file a complaint? If so, describe how this is accomplished.

We make the public aware through providing Title VI literature in our office, on our website and bringing materials with us to meetings involving the public.

8. In the past three years, has your organization been named in any Title VI and/or other discrimination

complaints or lawsuits? If so, please provide the date the action was filed, a brief description of the allegations and the current status of the complaint or lawsuit. Describe any Title VI-related deficiencies that were identified and the efforts taken to resolve those deficiencies.

No, our organization has not been named in any Title VI and/or other discrimination complaints or lawsuits.

9. Has your organization provided written Title VI Assurances to ODOT? Is the Title VI Assurance included in the MPO self-certification resolution (Note, this only applies to MPOs, RTPOs do not approve self-certification resolutions)? If so, please provide a copy as an attachment.

No, our organization has not provided written Title VI Assurances to ODOT as we are an RTPO.

10. Does your contract language include Title VI and other non-discrimination assurances?

Yes, our contract language currently includes non-discrimination assurances.

11. Do you use any of the following methods to disseminate Title VI information to the public (select all that apply):

- i. Title VI posters in public buildings
- ii. Title VI brochures at public events
- iii. Title VI complaint forms in public buildings
- iv. Title VI complaint forms at public events
- v. Title VI policy posted on your website
- vi. Title VI Program Plan posted on your website
- vii. Other (Please explain)

Public Involvement

12. Does your organization have a Public Participation Plan? If so, please provide the website link or attach a copy. When was the Public Participation Plan most recently updated?

MVPO does have a Public Participation Plan, which was updated in 2024. The plan can be found here: www.mvpo.org/rtpo

13. Please select which of the following outlets your organization uses to provide notices to different

population groups (select all that apply):

- i. Neighborhood and community paper advertisements
- ii. Community radio station announcements
- iii. Church and community event outreach
- iv. Targeted fliers distributed in particular neighborhoods
- v. Other (Please explain)

14. Do you coordinate with local community groups to facilitate outreach to minorities and low-income populations? If so, please list groups.

We partner with the Northwestern Ohio Community Action Commission as well as the county United Way organizations.

15. Do you take the following into consideration when identifying a public meeting location (select all that apply):

- i. Parking
- ii. Accessibility by public transportation
- iii. Meeting times
- iv. Existence of ADA ramps
- v. Familiarity of community with meeting location

16. Have meeting participants requested special assistance (e.g., interpretation services) ahead of any public event in the past year? If so, describe how the request was addressed.

No, MVPO has not received any request for special assistance.

Limited English Proficiency (LEP) and Language Assistance

17. Are you familiar with the LEP four-factor analysis methodology?

Yes.

18. Are you familiar with the LEP language assistance Safe Harbor threshold?

Yes.

19. Does your organization have an LEP Plan and/or a Language Assistance Plan (LAP)? If so, please provide

the website link or attach a copy.

Yes, this plan is included in the Title VI Plan and is available on MVPO's website at www.mvpo.org/rtpo

20. Has your organization identified vital documents that need to be made available in languages other than English? If so, describe how that need is being addressed.

Yes, the Title VI Plan identifies the following documents as vital: Title VI Notice to the Public, Title VI Consent and Complaint Forms, Intake and application forms with the potential for important consequences, notices advising LEP individuals of free language assistance services, Fair Housing Documents. Some of these documents are already available in Title VI Compliance Questionnaire 4 Spanish and other documents that are not currently available will be translated.

21. Do you have a list of staff who speak languages other than English?

No.

22. Do you provide free translation services in languages other than English to the public upon request?

MVPO would provide translation services, however, none have been required to date.

23. How often do you receive requests for language assistance?

Seldom.

Title VI Training

24. Who provides Title VI training to your staff?

- i. ODOT staff
- ii. Title VI Coordinator
- iii. Other (Please explain)

25. How often are Title VI trainings conducted?

Only when offered by ODOT.

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

No staff members have been trained year to date.

Transportation Planning Program - Data Collection and Analysis

27. Does your agency maintain documentation describing its procedures for incorporating Title VI

requirements into the region's transportation planning program?

Yes.

28. Does your organization maintain socio-demographic data and mapping for the transportation planning region?

Yes.

29. Does your organization use data to identify protected groups for consideration in the planning process?

Yes.

30. Does your organization conduct Transportation Plan and Transportation Improvement Program environmental justice analyses of the impacts that planned transportation system investments will have on both minority (including low-income status populations) and non-minority areas? Discuss the assessment methodology and resulting documentation.

Yes, MVPO does conduct environmental justice analyses in the Transportation Improvement Program. The methodology includes downloading American Community Survey (ACS) data from the US Census Bureau for median household income and minority Title VI Compliance Questionnaire 5 population and mapping that data by US Census Block Groups. In order to determine which areas are Environmental Justice areas of concern, any block groups that are below the poverty level for a family of four in the given year (based on Department of Health and Human Services poverty guidelines) and block groups which have a higher percentage compared to the average regional percentage of minority populations are identified. Those areas are then highlighted in the EJ maps.

31. Does your organization track demographic information of participants in its transportation planning program public involvement events?

No, MVPO does not track demographic information of participants.

Technical Assistance

32. Provide the name, title, and contact information for the person who completed this questionnaire and the date the questionnaire was completed. Is this the person who should be contacted with follow-up questions? If not, please provide the name, title, and contact information for that individual.

Amanda Pobega, Transportation Planner

Maumee Valley Planning Organization

419-784-3882

gisplanner@mvpo.org

Date Completed: February 20, 2025

Yes, this is the person who should be contacted with follow-up questions.

33. Do you have any questions regarding this questionnaire? If so, please include them here along with your email address or telephone number and an ODOT representative will respond.

No.

34. Would your organization like Title VI training or other Civil Rights technical assistance from ODOT? If yes, please explain.

Yes, training would be beneficial to our staff as we develop our Title VI program and develop the required documents.