
Belomar Transportation Planning Work Program

*Commonly referred to as the Unified Planning and Work Program
(UPWP)*

April 2025

Amended October 2025



Bel-O-Mar Transportation Study (Belomar)

Belomar Transportation Work Program

Wheeling, WV-OH Urban Area

105 Bridge Street Plaza

Wheeling, WV 26003





Submit Comments by Mail or Office Address

Attn: Transportation Planning Director
Bel-O-Mar Transportation Study (Belomar)
105 Bridge Street Plaza Wheeling, WV 26003

Submit Comments by Web Survey through Belomar's Open
Comments page: https://www.belomar.org/open_comments/

Direct web survey link url: <https://arcg.is/0CjmGi>

Web survey QR code:





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Belomar FY 2026 Transportation Planning Work Program

Unified Planning and Work Program (UPWP)

Introduction


The FY 2026 Belomar Transportation Planning Work Program, commonly referred to as the Unified Planning Work Program (UPWP) defines the transportation planning priorities and activities for the Bel-O-Mar Transportation Study (Belomar) from July 1, 2025 – June 30, 2026. This plan ensures compliance with federal regulations providing a structured approach for transportation planning in coordination with federal, state, and local agencies.

Regional Transportation Planning Priorities

The Belomar transportation planning area consists of Belmont County Ohio, Marshall County, WV, and Ohio County, WV. This UPWP focuses on addressing:

- Maintaining an MPO Staff of at least 3 full-time employees.
- Finalizing and adopting the MTP by June 2026.
- Supporting the development the Regional Safety Action Plan through a SS4A Grant.
- Supporting the development of performance-based planning priorities of EORTA and OVRTA.
- Integrating the FY 2026-2029 TIP into the EcoInteractive Project Tracker Dashboard and maintaining project tracking with amendments and administrative modifications.
- Developing strategies for acceleration of project delivery.
- Planning-level project development work.
 - Conducting formal studies on safety and congestion hotspots and recommending improvements.
- Researching and developing data collection and visualization tools to track infrastructure condition before and after project implementation.
- Revisions of the FY 2026-2029 Transportation Improvement Program (TIP)
- Performance-based planning integration for regional transportation projects.
- Development and maintenance of the Belomar Data Cloud.
- Support for bicycle and pedestrian accessibility and transit integration efforts.
- Entering into a Esri Enterprise Service Agreement.
- Developing a regional Safe Streets and Roads for All (SS4A) Plan over 2 years.
- Developing the Belmont County Coordinated-Human Services Plan.
- Developing the OVRTA/EORTA Comprehensive Operations Analysis over 2 years.

This UPWP is developed in partnership with the West Virginia Department of Transportation (WVDOT), Ohio Department of Transportation (ODOT), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), the Ohio Valley and



Eastern Ohio Transit Authority (OV/EORTA), and local municipal agencies. This was done primarily through email, posting on the website, and draft discussions and the Belomar Transportation Study Technical Advisory Committee and the Belomar Transportation Study Policy Committee to which all interagency partners are consistently invited to participate, and many do. Overall, the Belomar Work Program can be characterized as core compliance, enhanced data and visualization access, project development, and complete streets planning development.

All activities within the Belomar Work Program aim to fulfill the scope of the metropolitan transportation planning process, which is defined by federal code.

Scope of the metropolitan transportation planning process:

The metropolitan transportation planning process shall be continuous, cooperative, and comprehensive, and provide for consideration and implementation of projects, strategies, and services that will address the following factors:

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- Increase the safety of the transportation system for motorized and non-motorized users;
- Increase the security of the transportation system for motorized and non-motorized users;
- Increase accessibility and mobility of people and freight;
- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- Promote efficient system management and operation;
- Emphasize the preservation of the existing transportation system;
- Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and
- Enhance travel and tourism.

Belomar is a small MPO with a staff of fewer than 10 people. As such, our planning and programming efforts are primarily focused on fulfilling the core federal requirements of the metropolitan transportation planning process. These include maintaining a compliant Transportation Improvement Program (TIP), Metropolitan Transportation Plan (MTP), Unified Planning Work Program (UPWP), Public Participation Plan (PPP), and Civil Rights Compliance Plan. These foundational documents guide the allocation of highway and transit funding and represent the essential responsibilities of Belomar as an MPO.

With greater funding, Belomar could fully implement the entire scope of the federal metropolitan planning process, including in-depth analysis of land use, housing, economic development, travel and tourism, freight, human mobility, and preservation planning. Under such conditions, Belomar could evolve into a comprehensive transportation data and planning center, supported by a larger staff, expanded technical capacity, and modern infrastructure.

In the meantime, Belomar remains committed to incremental, high impact wins that make a difference in our communities. These include efforts to preserve and enhance bicycle and pedestrian infrastructure, provide technical assistance to small towns, and launch innovative internal tools like the Belomar Data Cloud—a developing platform designed to improve data accessibility, transparency, and integration across our planning functions.

Funding structure

The MPO's planning activities are funded through a combination of federal, state, and local matching funds. The federal funds are derived from FHWA Planning funds (PL) and FTA Metropolitan Planning Program funds (MPP). These funds are combined into a Consolidated Planning Grant (CPG). CPG funds usually require a 20% match, with the exception of planning activities that implement the Complete Streets Non-Federal Match Planning Waiver. For Belomar, ODOT and WVDOT collaborate to reduce Belomar's local match requirement of non-Complete Streets Planning activities to 10%, as WVDOT and ODOT use state funds to provide a combined total of 10% on each element. Finally, Belomar will use its ability to carryover funding in Ohio for Complete Streets Planning activities, that require no federal match. The budget satisfies the requirement to use a minimum of 2.5% of funds towards Complete Streets Planning activities through the regional Multimodal Element (3% of Total Budget) and the use of Carryover for the Complete Streets planning activities in Ohio. More details can be found in **Section 1**.

Cost Allocation Plan

The indirect and fringe benefit rates used herein are as follows:

Cost Category	Rate to Direct Wages
Indirect	1.2292
Fringe Benefit	0.5924

The rate calculation is found on the following pages and is based on the organizational structure. Bel-O-Mar's cognizant agency for approval of cost allocation plans is the United States Department of Commerce. More details can be viewed in **Section 4**. Section 4 contains excerpts of Belomar's full Indirect Cost Plan. The full plan can be made available upon request.

Budget overview

This UPWP is fiscally constrained and follows federal funding guidelines. A summary of funding sources and cost allocations in **Section 1**.

Project timeline & deliverables

The UPWP ties each work task to funding, description of work, who will complete the work, and expected task outcomes in compliance with federal code. The work program maintains a full project schedule which is in **Section 1**.

Compliance with federal regulations

This UPWP fully complies with federal regulations ensuring a structured and transparent approach to metropolitan transportation planning. It includes:

- A discussion of regional transportation priorities.
 - Addresses the scope of the metropolitan transportation planning process.
 - Identification of major work activities and associated funding sources in **Section 1**.
 - A structured work plan outlining who will perform the tasks, expected deliverables, and the timeline in **Section 1**.
 - Fiscal constraint and budget documentation in **Section 1**.
 - Performance-based planning integration in work tasks as demonstrated in **Section 1**.
 - Public participation and US Civil Rights Laws compliance of the program as certified in **Section 6**.
 - An additional work activity details narrative is available in **Section 2**.
-

Conclusion

This document serves as the official guide for transportation planning activities and resource allocation within the MPO planning area, ensuring continuing, cooperative, and comprehensive (3-C) performance-based planning program that complies with federal, state, and local regulations. This FY 2026 UPWP ensures compliance with federal code, maintains clarity and conciseness, and presents transportation planning efforts in a structured and accessible format for reviewers. For additional information, contact Bel-O-Mar Regional Council at (304) 242-1800.

Sections

- **Section 1:** Funding summary, project timeline, and deliverables
- **Section 2:** Additional work activity details
- **Section 3:** Belomar Organizational Chart
- **Section 4:** Indirect Cost Plan Excerpt
- **Section 5:** Funding allocation documentation
- **Section 6:** Self-Certification
- **Section 7:** Glossary of Common Transportation Terms



Section 1: Funding summary, project timeline, and deliverables

Large printouts are available on request.

Element and Funding Source	Funding Summary				Task Description	2025												2026	Completed Product
	Rate	Source Amount	Cost Type	Cost Amount		Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
8911 - Short Range (MPO Staff and Consultant)																			
CPG - WV	56.56%	\$92,850	Labor	24,626	Traffic Safety and Operations Study (Consultant)												Final Traffic Safety and Operations Study Report with recommendations		
WVDOT	7.07%	\$11,619	Fringe	14,588	Technical assistance for project development												A pipeline of feasible projects with strong cost estimates		
CPG - OH	23.44%	\$38,514	Indirect	30,250	Performance monitoring												Project development strategies that contribute to performance measures		
ODOT	2.93%	\$4,814	Travel	4,980	Core compliance program evaluation												A compliance planning program		
Belomair	10.00%	\$16,433	Supplies	1,988	Agency partner plan collaboration												Belomair's participation in agency partner plans		
			Soft/hardware	1,988	Maintain pre-development project tracking list												A well-maintained project pipeline database		
			Contract	87,898	Send 2 MPO Staff to AMPO in Providence, RI 6/4-8/80												Discovery of best nationwide practices		
					Match projects to appropriate funding sources												A project pipeline with feasible funding sources		
Percentage of Program and Total Amount	15.13%	\$164,330	Total	164,330															
8921 - TIP (MPO Staff and Special Software)																			
CPG - WV	56.56%	\$20,206	Labor	5,532	FY 2026-2029 Revisions												Compliant TIP revisions		
WVDOT	7.07%	\$2,538	Fringe	3,277	FY 25 Annual Listing of Obligated Projects												FY 25 Annual Listing of Obligated Projects		
CPG - OH	23.44%	\$11,422	Indirect	6,796	Performance targets development												A performance based planning process		
ODOT	2.93%	\$1,428	Supplies	5,000	TIP data reporting												TIP data reports		
Belomair	10.00%	\$3,266	Soft/hardware	5,000	Ecolinteractive Platform Maintenance \$18,500 (Special Software)												An active TIP Database		
					TIP process efficiency research												Better value per dollar		
Percentage of Program and Total Amount	3.65%	\$39,866	Total	39,866															
8922 - Surveillance (MPO Staff)																			
CPG - WV	56.56%	\$7,763	Labor	5,389	Access the National Performance Management Research Data Set												Access to the dataset		
WVDOT	7.07%	\$973	Fringe	3,192	Attend training on the National Performance Management Research Data Set												Increased staff knowledge		
CPG - OH	23.44%	\$4,278	Indirect	6,620	Analyze the National Performance Management Research Data Set												Analysis results of the dataset		
ODOT	2.93%	\$547			Access the latest crash data												Access to the dataset		
Belomair	10.00%	\$1,020			Analyze the latest crash data												Analysis results of the dataset		
					Data collection at community sites												More complete transportation datasets		
Percentage of Program and Total Amount	1.40%	\$15,201	Total	15,201															
8923 - GIS (MPO Staff and Special Software)																			
CPG - WV	56.56%	\$38,149	Labor	14,007	Execute East Enterprise Agreement \$30,000 (Special Software)												Adaptable data, mapping, and visualization software		
WVDOT	7.07%	\$4,769	Fringe	8,297	All programs data management and visualizations												Data visualizations across programs		
CPG - OH	23.44%	\$21,459	Indirect	17,206	Geocoding activities												Adaptable datasets		
ODOT	2.93%	\$2,682	Soft/hardware	35,000	Development and maintenance of the Belomair Data Cloud												Downloadable ready-to-use datasets		
Belomair	10.00%	\$7,451			TIP visualizations workflow efficiency research												Better value per dollar		
Percentage of Program and Total Amount	6.85%	\$74,510	Total	74,510															
8911 - Long Range (MPO Staff and Consultant)																			
CPG - WV	56.56%	\$85,427	Labor	3,198	Manage development of Long Range Plan Contract												A well-coordinated Long Range Plan development process		
WVDOT	7.07%	\$10,578	Fringe	3,928	Participate in Long Range Plan development tasks												Efficient and effective Long Range Plan update		
CPG - OH	23.44%	\$35,396	Indirect	3,928	Long Range Plan Development Contract \$137,009 (Consultant)												A complete Long Range Plan Update by June 2026		
ODOT	2.93%	\$4,424	Supplies	5,000	Seek meaningful participation of interested parties												Compliance with federal code on interested parties		
Belomair	10.00%	\$15,104	Contract	137,009	Amend Long Range Plan as necessary												Compliant Long Range Plan revisions		
					Long Range Plan process efficiency research												Better value per dollar		
Percentage of Program and Total Amount	13.91%	\$151,029	Total	151,029															
8924 - Multimodal Access (MPO Staff)																			
CPG - WV	56.56%	\$9,479	Labor	6,563	Collect and archive the full scope of existing agency partner plans												Data is prepared for long range plan incorporation		
WVDOT	7.07%	\$1,185	Fringe	3,888	Conduct site visits for project recommendations												Members supported with technical assistance		
CPG - OH	23.44%	\$5,322	Indirect	8,062	Strategic incorporation of multimodal elements in resurfacing projects												Pipeline of projects with better value per dollar		
ODOT	2.93%	\$666			Analyze sites street drainage and sidewalk accessibility after rainfall												Opportunity to include drainage improvements in projects		
Belomair	10.00%	\$1,851			Advertise ADA and SRTS planning services to members												A list of target communities		
					Incorporate bike ped projects into the pre-development project tracking list												A pipeline of feasible bike ped projects		
					Provide assistance for hosting community evaluations												At least 1 community with audit proposal		
					Match projects to appropriate funding sources												A project pipeline with feasible funding sources		
					Develop grant applications for discretionary sources												Completed grant applications		
Percentage of Program and Total Amount	1.70%	\$18,513	Total	18,513															
8925 - Service WV (MPO Staff)																			
CPG - WV	80.00%	\$88,481	Labor	35,430	Project selection for regionally allocated funds												A regionally allocated projects listing		
WVDOT	10.00%	\$11,060	Fringe	22,770	Project development for regionally suballocated funds												Completion of projects on list		
Belomair	10.00%	\$11,060	Travel	2,180	Contract administration training												Compliant and accelerated project delivery		
					Technical training and webinars												Technically sound project proposals		
					Research, analyze, and execute techniques for project advancement												Better value for dollar		
					Participate in WVAWPO												Advancement of MPO interests statewide		
					Send 2 MPO Staff to WVAWPO 5/2-18/0												Knowledge of best practices		
Percentage of Program and Total Amount	20.18%	\$110,601	Total	110,601															
8926 - Service OH (MPO Staff)																			
CPG - OH	80.00%	\$14,868	Labor	6,389	Project selection for regionally allocated funds												A regionally allocated projects listing		
ODOT	10.00%	\$1,859	Fringe	3,902	Project development for regionally suballocated funds												Completion of projects on list		
Belomair	10.00%	\$1,859	Indirect	8,094	Contract administration training												Compliant and accelerated project delivery		
					Technical training and webinars												Technically sound project proposals		
					Research, analyze, and execute techniques for project advancement												Better value for dollar		
					Participate in the Ohio Area of Regional Councils Transportation Committee												Advancement of Regional Council interests statewide		
Percentage of Program and Total Amount	1.71%	\$18,586	Total	18,586															
8927 - Special Service OH Carryover (MPO Staff)																			
CPG - OH (Carryover)	80.00%	\$33,354	Labor	15,038	Additional project development for regionally suballocated funds												Accelerated delivery of special projects		
ODOT (Carryover)	10.00%	\$4,242	Fringe	8,908	Provide technical assistance to local communities. Suggest LTAP training.												Technical assistance for members		
Belomair	10.00%	\$4,242	Indirect	16,472	Identify and propose projects for inclusion in ADA, SRTS, and Complete Streets plans												A pipeline of complete streets projects for inclusion in plans		
					Develop ADA, SRTS, and Complete Streets plan templates												Zero-vehicle households are included as a priority factor		
					Discuss possible factors to prioritize in a Complete Streets Prioritization Plan												At least 1 member discussion on priority factors		
					Research software and services to acquire data for Complete Streets factors												A pathway for developing quality data for Complete Streets priority factors		
Percentage of Program and Total Amount	3.91%	\$42,418	Total	42,418															
8928 - Public Transit (MPO Staff)																			
CPG - WV	56.56%	\$6,996	Labor	4,844	Update route maps and advertise display on Data Cloud												Updated transit routes display		
WVDOT	7.07%	\$875	Fringe	2,870	Strategize efficient and effective service options												Strategies for better value per dollar of transit service		
CPG - OH	23.44%	\$3,105	Indirect	5,931	Prioritize the needs of zero-vehicle households												Zero-vehicle households are included as a priority factor		
ODOT	2.93%	\$492			Consider the needs of rural communities in transit												Feasible strategies to serve zero-vehicle households in rural communities		
Belomair	10.00%	\$1,367			Participate in the development and reporting of the TAM and PTAP												TAM and PTAP incorporated into TIP and planning process		
					Collaborate in studies that consider transit												Increased staff knowledge of factors affected by transit		
Percentage of Program and Total Amount	1.26%	\$13,665	Total	13,665															
8929 - Reporting (MPO and Executive Staff)																			
CPG - WV	56.56%	\$8,208	Labor	5,753	Evaluate program effectiveness and efficiency												Better value per dollar		
WVDOT	7.07%	\$1,039	Fringe	3,408	Prepare and distribute program fiscal data												Audit reports, incurred costs, and associated data		
CPG - OH	23.44%	\$4,674	Indirect	7,067	Develop subsequent year's Work Program												Following year's Draft Work Program		
ODOT	2.93%	\$564			Ensure compliance with state and federal cost principles and procurement procedures												Compliant use of federal and public funds		
Belomair	10.00%	\$1,623			Routine program management activities												Completed timesheets, invoice batches, and monthly reporting		
					Distribution of TAC and Policy committee notices												4 TAC and Policy committee meetings		
					Marketing of completed program activities												At least 2 e-news program highlight reports		
Percentage of Program and Total Amount	1.49%	\$16,229	Total	16,229															
8930 - SS4A (MPO Staff and Consultant)																			
SS4A - FHWA	80.00%	\$145,000	Labor	33,234	Manually verify crash data accuracy and correct apparent errors												Improved crash data source		
SS4A - Local (Counties)	5.02%	\$10,000	Fringe	19,688	Prepare crash trends analysis tables												Crash trends analysis tables		
SS4A - Local (Belomair)	14.88%	\$26,250	Contract	87,504	Prepare data for hotspot analysis												Conduct hot spot analysis		
					Prepare meaningful stakeholder engagement efforts												Stakeholder and public engagement launch meeting and public survey launch		
					Develop plan schedule and template concept												Finalized plan development timeline and final plan concept template		
					Procure consultant through a compliant procurement process												Signed agreement with qualified consultant		
					Participate in staff-consultant coordination calls												A well-coordinated plan implementation process		
Percentage of Program and Total Amount	16.69%	\$183,250	Total	183,250															
8401 - COA WV (MPO Staff and Consultant)																			
Federal - COA - WV	80.00%	\$100,000	Labor	1,098	Conduct qualifications based selection process												A qualified consultant is selected		
Local - COA - WV	20.00%	\$25,000	Fringe	650	Facilitate agency and stakeholder coordination meetings												A well-coordinated and well-informed team process		
					Collect and analyze iderlap, schedule adherence, and route productivity data												Route-level performance analysis		
					Prepare COA presentations for public and stakeholders												A presentation for the board and a presentation for the public		
					Conduct public meetings on findings and gather feedback on initial recommendations												A well-informed final recommendation, refined by public participation		
					Make final recommendations for implementations in a final report												An actionable plan for improved route efficiency and operations		
Percentage of Program and Total Amount	11.51%	\$125,000	Total	125,000															
8402 - COA OH (MPO Staff and Consultant)																			
Federal - COA - OH	80.00%	\$80,000	Labor	885															
Local - COA - OH	20.00%	\$20,000	Fringe	924															
Percentage of Program and Total Amount	9.21%	\$100,000	Total	100,000															
8601 - Human Transit Plan (MPO Staff)																			
HTP - ODOT Office of Transit	100.00%	\$14,989	Labor	4,782	Compile provider data and service details												A public provider service and inventory report		
					Prepare summary for TIP and MTP alignment												Integration memo for TIP and MTP		
					Host stakeholder meetings and launch public survey												Survey, stakeholder meetings, and a well-informed plan		
					Draft and finalize plan document												Draft and final coordinated human-services transit plan		
Percentage of Program and Total Amount	1.88%	\$14,989	Total	14,989															
Program Totals																			
CPG - WV	32.95%	\$37,879	Labor	\$169,974															
WVDOT	4.12%	\$44,736	Fringe	\$100,690															
CPG - OH	12.89%	\$139,978	Indirect	\$206,785															
ODOT	1.61%	\$17,496	Travel	\$7,160															
CPG - OH (Carryover)	3.12%	\$33,854	Supplies	\$13,488															
ODOT (Carryover)	0.39%	\$4,242	Soft/hardware	\$4,055															
Belomair	6.12%	\$66,476	Contract	\$531,818															
SS4A - FHWA	13.39%	\$145,000																	
SS4A - Local (MC)	0.92%	\$10,000																	
SS4A - Local (BOM)	2.42%	\$26,250																	
Federal - COA - WV	9.21%	\$100,000																	
Federal - COA - OH	7.37%	\$80,000																	
Local - COA - WV	2.30%	\$25,000																	
Local - COA - OH	1.84%	\$20,000																	
HTP - ODOT Office of Transit	1.38%	\$14,989																	
Program Total	100.00%	\$1,085,860	Grand Total	\$1,085,860															

Legend
Intermittent task - Blue Labor



Section 2: Additional work activity details

Additional Details on Work Activities

Belomar is a small Metropolitan Planning Organization (MPO) with a dedicated team of fewer than 10 staff. Given its size, Belomar must strategically prioritize its resources to meet the federally required core responsibilities of the metropolitan transportation planning process. These responsibilities include the development and maintenance of a compliant Transportation Improvement Program (TIP), Metropolitan Transportation Plan (MTP), Unified Planning Work Program (UPWP), Public Participation Plan (PPP), and Civil Rights Compliance Plan. These documents provide the policy, programmatic, and financial framework through which Belomar coordinates regional investments in surface transportation.

While constrained by limited resources, Belomar continues to engage in activities that deliver high value for local communities. Our planning program balances regulatory compliance with initiatives that build regional planning capacity, support public sector partners, and enhance transportation data management. This document outlines the detailed scope of each task area in the FY 2025–2026 UPWP, reflecting the full range of responsibilities Belomar undertakes with transparency, efficiency, and accountability.

Overview of Planning Focus Areas

Belomar’s work program emphasizes foundational MPO responsibilities and integrates cross-cutting support activities, including technical assistance, interagency coordination, spatial data analysis, public engagement, and capacity building. Emphasis is placed on:

- Fulfilling federal requirements for planning, reporting, and documentation
 - Maintaining regional project readiness through pre-development and funding alignment
 - Ensuring Belomar staff have access to current data, professional tools, and peer networks
 - Developing platforms like the Belomar Data Cloud to improve access to planning information
 - Advancing multimodal and fiscally responsible investments
-

6011 – Short Range Planning (MPO Staff) This element supports early-stage project planning by assisting local jurisdictions and agencies in developing projects suitable for funding. Tasks include:

- In FY 2026, Belomar will retain technical transportation planning engineering consultant services through a compliant engineering procurement process under this work element to support technical planning and engineering needs related to early project development. Specifically, the consultant will assist with:
 - Developing certified cost estimates for up to three proposed infrastructure projects intended for discretionary or formula-based federal funding applications.
 - Preparing one conceptual site development plan to facilitate visual planning and enhance application readiness.
- Improving internal methodologies to produce consistent, reliable early cost estimates
 - Leveraging the Ohio Department of Transportation’s (ODOT) Historical Bid Item Search Tool to refine Belomar’s internal project cost estimation process. This tool provides historical pricing data on common construction items, which enhances Belomar’s ability to produce early-phase planning estimates that are more aligned with real-world bid conditions and construction market trends.
- Providing technical assistance to develop project scopes, cost estimates, and eligibility assessments
 - This activity usually includes potential project site visits upon request. Belomar staff can evaluate locations for feasibility and determine if a deeper planning process will be needed and determine if clear funding eligibility exists.
- Conducting performance monitoring to link planning with federal performance targets
- Evaluating Belomar’s overall compliance with metropolitan planning requirements
- Collaborating with regional and agency partners to align planning documents
- Maintaining a comprehensive pre-development project list to support transparency and readiness
- Attending the AMPO annual conference to remain informed about national best practices
- Matching proposed projects with appropriate funding programs

6021 – Transportation Improvement Program (MPO Staff and Special Software) The TIP element ensures timely updates and accurate reporting of programmed transportation projects:

- Completing revisions to the FY 2026–2029 TIP to maintain fiscal constraint and eligibility

- Producing the Annual Listing of Obligated Projects for public transparency
- Developing performance targets in coordination with partner agencies
- Reporting on TIP metrics and data in accordance with state and federal guidance
- Maintaining the EcoInteractive platform for streamlined data input, access, and compliance
- Conducting internal reviews to improve the cost-efficiency of TIP processes

6051 – Surveillance (MPO Staff) Surveillance supports evidence-based planning by improving data availability and analysis:

- Accessing and analyzing the National Performance Management Research Data Set (NPMRDS)
- Attending training to increase staff familiarity with federal performance datasets
- Accessing, reviewing, and interpreting crash data for safety planning
- Conducting community-based data collection to enhance transportation data quality

6052 – GIS (MPO Staff and Special Software) GIS is a central component of Belomar’s data integration and spatial analysis capabilities:

- Executing an Esri Enterprise Agreement to expand staff access to professional GIS tools
- Developing cross-program visualizations to support decision-making and stakeholder communication
- Conducting address geocoding and spatial corrections for improved dataset reliability
- Building and maintaining the Belomar Data Cloud to improve transparency and data access
- Researching process improvements in TIP visualization workflows to enhance planning value.

6101 – Long Range Planning (MPO Staff and Consultant) Long Range Planning shapes the 20-year regional vision for transportation:

- Managing consultant development of the federally required MTP update. The MTP will enter its second development year. The multimodal element will be complete and Belomar will propose its draft project lists and draft plan. This is a consultant-led effort that will include rigorous data analysis and well-informed recommendations.

- Participating in scenario development, public engagement, and plan documentation
 - MTP scenarios are an important tool to communicate the challenge of developing a fiscally constrained performance-linked MTP. What if we put all out money towards bridges? What would happen to pavement conditions? These scenario questions are incredibly informative for future planning decisions.
- Collecting and reviewing relevant local and agency partner plans for integration
 - Ensuring a full integration of comprehensive plans and converting land use maps into interactive web maps.
- Coordinating with FHWA, FTA, and DOT partners to ensure consistency and regulatory compliance
- Preparing plan amendments as needed during the planning cycle

6102 – Multimodal Access (MPO Staff) This element supports inclusion of walking, bicycling, and accessibility considerations in regional planning:

- Conducting site visits for pedestrian, bike, and ADA improvement evaluation
- Incorporating multimodal improvements into resurfacing projects
- Analyzing sidewalk and storm drainage conditions following rainfall events
- Advertising Belomar’s ADA and SRTS services to local partners
 - Belomar is able to develop ADA and SRTS plans for members upon request. Belomar will actively seek out prospective clients.
- Supporting walk audit preparation and post-evaluation reporting
 - A walk audit is a smaller-scale one-day event that can focus on a specific problem. It is an extremely powerful tool and many participants often leave the event with a lifelong memory and newfound passion for change.
- Assisting members in identifying and applying for multimodal grant opportunities

6251 – Service to West Virginia Jurisdictions (MPO Staff) This element supports the development and administration of regionally allocated and suballocated federal funds in West Virginia:

- Compiling project lists for STBG and TAP programs
- Assisting with project development and sponsor coordination

- Delivering training and technical guidance on compliance and contracting
 - Coordinate at least 1 WV LTAP Training.
- Supporting statewide coordination through participation in WVAMPO

6252 – Service to Ohio Jurisdictions (MPO Staff) Supports Ohio-side programming and interagency collaboration:

- Supporting project selection and advancement of suballocated funds in Ohio
- Providing technical assistance and contract training for local agencies
- Coordinating with ODOT and regional councils through participation in OARC

6253 – Special Service to Ohio – Carryover (MPO Staff) This one-time element uses carryover funds to expand project readiness and Complete Streets planning:

- Identifying opportunities for ADA, SRTS, and Complete Streets integration
- Creating planning templates and prioritization criteria for local use
- Supporting at least one member community with initial implementation
- Researching available data tools and software to support ongoing prioritization

6741 – Public Transit (MPO Staff) This element enhances coordination and strategic planning for public transit systems:

- Updating regional transit route maps and uploading to the Data Cloud
- Analyzing service coverage gaps and developing strategies to serve transit-dependent populations
- Supporting transit planning for zero-vehicle households and rural communities
- Participating in Transit Asset Management (TAM) and Public Transportation Agency Safety Plan (PTASP) coordination
 - Ensure these plans are developed with high quality and accurate data. Coordinate with transit to ensure their development is fully funded and programmed.
- Collaborating on transit-related studies and partner-led initiatives
 - Including but not limited to the development of regional Public-Human Transit Coordinated Services Plans.

6971 – Reporting and Program Administration (MPO and Executive Staff) Supports overall program management, fiscal reporting, and administrative compliance:

- Preparing monthly timesheets, reports, invoices, and cost documentation
- Evaluating planning program performance and updating internal procedures
- Drafting and submitting the following year’s UPWP
- Ensuring compliance with procurement and cost allocation standards
- Providing support to the Technical Advisory Committee (TAC) and Policy Board
- Publicizing accomplishments through newsletters and performance summaries

6300 – Safe Streets and Roads for All (Staff and Consultant)

This element supports Belomar’s efforts to begin development of a data-driven Comprehensive Safety Action Plan funded by the U.S. Department of Transportation’s Safe Streets and Roads for All (SS4A) program. The goal of the multi-year initiative is to produce a certifiable plan that prioritizes roadway safety investments based on crash data, systemic risk evaluation, and meaningful community input. This will be the first year of activities, focused on establishing a strong analytical foundation, designing public engagement tools, and launching early coordination with a qualified consultant.

Key activities under this work element include:

- Verifying crash data accuracy and preparing data for hotspot analysis
- Developing crash trends tables and safety performance dashboards
- Outlining a project development timeline and creating a draft plan concept template
- Designing and launching the stakeholder engagement process and public survey
- Procuring a consultant through a compliant process to support plan development
- Participating in regular coordination calls between MPO staff and the consultant

The Comprehensive Safety Action Plan will be developed over a 2-year period and will align with the Safe System Approach and national safety performance targets. The work encompasses the entire Belomar region, including Wetzel County, and will result in a prioritized safety project list that positions the region for future federal funding opportunities.

6401 & 6402 – Comprehensive Operations Analysis (COA – WV & OH)

This element supports the development of a data-driven analysis of existing transit operations across the Belomar region. Belomar will initiate a qualifications-based selection process to retain a consultant with demonstrated experience in transit service evaluation.

Staff will coordinate with transit providers and stakeholders to establish a working group and define operational priorities. The consultant will collect and analyze ridership, schedule adherence, and route productivity data to identify service strengths and inefficiencies. Belomar will prepare presentations for both public and board audiences to communicate findings and gather feedback. Final recommendations will be refined through public input and compiled into a report that supports implementation of service improvements and informs future planning efforts.

The goal of this planning effort is to chart a path forward for EORTA/OVRTA that allows them to serve more people with higher quality services, with less costs on the agency, particularly in dealing with labor shortages.

6501 – Human Transit Plan (HTP)

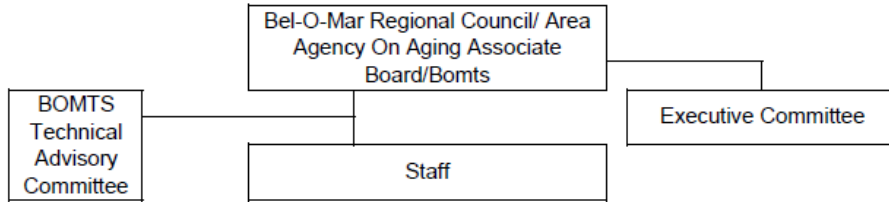
This element supports the development of a Coordinated Human-Services Transit Plan for the Belomar region. Belomar staff will compile service data from public transit providers, including route structures, schedules, and vehicle inventories. A summary memo will be prepared to align plan recommendations with the TIP and Metropolitan Transportation Plan (MTP). Stakeholder meetings and a public survey will be conducted to gather input on service needs and coordination opportunities. The plan document will be drafted and finalized based on findings, coordination outcomes, and planning best practices. The final product will serve as a reference for future transit coordination and funding strategies.

This plan allows the flow of federal 5310 funds to Belmont County, OH. 5310 funds provide critical services to Belmont County residents.

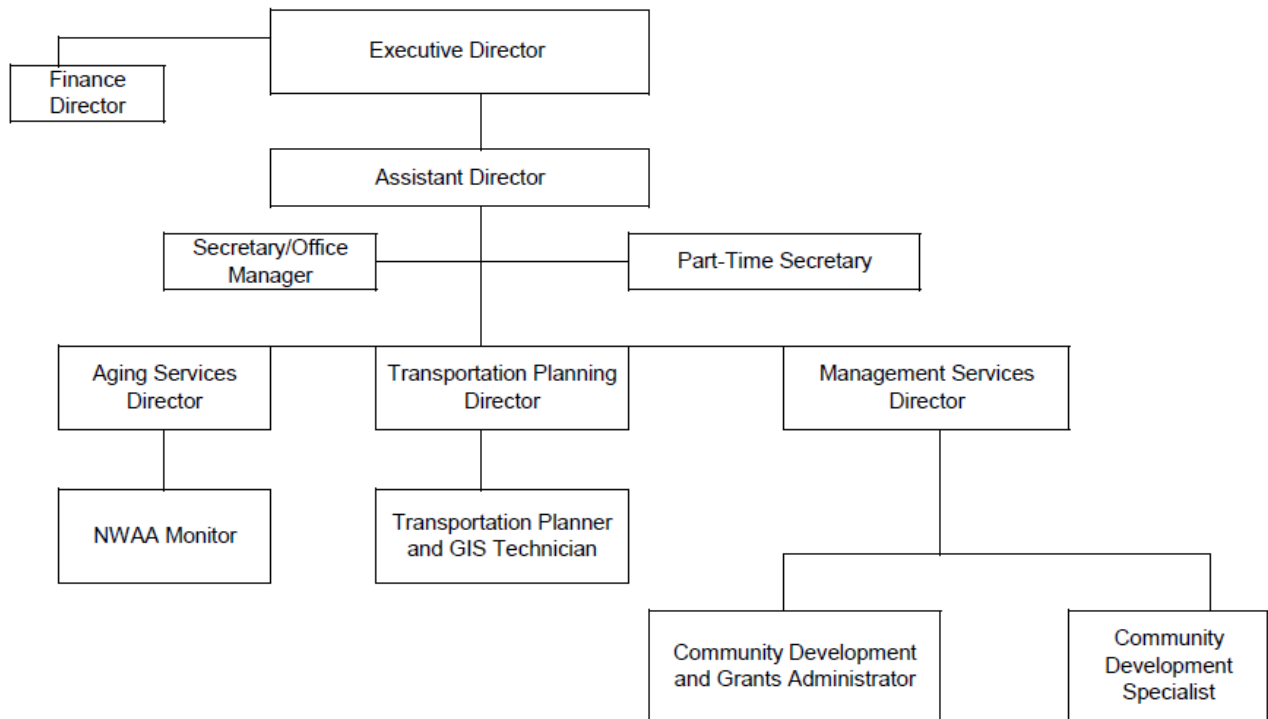
Through the execution of these work elements, Belomar fulfills the requirements of a federally designated MPO while pursuing enhancements in planning quality, interagency collaboration, and data transparency. Each activity has been carefully designed to align with available resources while building capacity to deliver greater regional planning value in the future.

Section 3: Belomar Organizational Chart

Regional Council Structure



Staff Structure



Section 4: Indirect Cost Plan Excerpt

**BELOMAR REGIONAL COUNCIL AND INTERSTATE PLANNING COMMISSION
SCHEDULE OF INDIRECT RATE CALCULATION
For the Fiscal Year Ended June 30, 2024**

Indirect:

Direct Labor		\$	374,212	
Indirect:				
Administration	\$		142,600	
Indirect fringes			96,401	
Other indirect			225,452	
Less: agency other (dues)			(2,306)	
Less: agency lease payment (dues)			(71)	
Total indirect		\$	462,076	
Total direct labor		\$	374,212	
<u>Indirect rate</u>			1.2348	

Fringe benefits:	Aging	Transportation	Management Services	Totals
Direct salaries	\$ 94,785	\$ 137,753	\$ 141,674	\$ 374,212
Direct fringes	\$ 47,686	\$ 103,085	\$ 91,977	\$ 242,748
Fringe rate	0.5031	0.7483	0.6492	0.6487



Section 5: Funding allocation documentation

PART II CONSOLIDATED PL & FTA FUNDING INITIATIVES

**iv. Federal FY 2025 Consolidated Planning Allocations
for MPO FY 2025 UPWPs**

MPO	WV 2020 UZA POPULATION	TOTAL WV 2020 UZA POPULATION	2020 IN-STATE UZA POPULATION FACTOR
BHJ	28,553	600,298	4.8%
BOM	44,056	600,298	7.3%
KYOVA	90,438	600,298	15.1%
RIC	163,709	600,298	27.3%
WWW	55,431	600,298	9.2%
MMM	77,620	600,298	12.9%
FR	57,468	600,298	9.6%
HEP	83,023	600,298	13.8%
TOTAL	600,298		100.0%

FFY 25 FHWA PL APPORTIONMENT	\$2,233,242
PL ROLLOVER	\$1,632,772
FFY 25 FTA Section 5303 Grant*	\$830,252
Total:	\$4,696,266
LESS: FFY 25 MPO CONTINGENCY (10%)	\$469,627
TOTAL AVAILABLE FOR DISTRIBUTION	\$4,226,639
LESS: TOTAL OF BASE ALLOCATION	\$800,000
TOTAL FOR POPULATION BASED DISTRIBUTION	\$3,427,000

* VALUE ESTIMATED, FFY 25 APPORTIONMENT NOT YET RECEIVED

MPO	BASE ALLOCATION \$60,000	2020 IN-STATE UZA POP FACTOR	IN-STATE UZA POP AMOUNT	TOTAL FY 2025 CONSOLIDATED FUND ALLOCATION	WVDOT MATCH	FY 2025 CONSOLIDATED and WVDOT ALLOCATIONS
BHJ	\$100,000	4.8%	\$163,000	\$263,000	\$32,875	\$295,875
BOM	\$100,000	7.3%	\$252,000	\$352,000	\$44,000	\$396,000
KYOVA	\$100,000	15.1%	\$516,000	\$616,000	\$77,000	\$693,000
RIC	\$100,000	27.3%	\$935,000	\$1,035,000	\$129,375	\$1,164,375
WWW	\$100,000	9.2%	\$316,000	\$416,000	\$52,000	\$468,000
MMM	\$100,000	12.9%	\$443,000	\$543,000	\$67,875	\$610,875
FR	\$100,000	9.6%	\$328,000	\$428,000	\$53,500	\$481,500
HEP	\$100,000	13.8%	\$474,000	\$574,000	\$71,750	\$645,750
TOTAL	\$800,000	100.00%	\$3,427,000	\$4,227,000	\$528,375	\$4,755,375



To: MPO Executive Directors and MPO Transportation Directors
From: Scott Phinney, Administrator, Office of Statewide Planning and Research
Date: December 16, 2024
Subject: Ohio Metropolitan Planning Organization SFY 2026 Work Programs

This memorandum will initiate development of the SFY 2026 Ohio MPO Work Programs (July 2025 – June 2026). The Work Programs will document the MPOs' SFY 2026 urban transportation planning programs, products, and budgets. The core planning program activities will be financed through the Ohio Consolidated Planning Grant (CPG). The CPG is financed with a combination of FHWA metropolitan planning (PL) and Federal Transit Agency (FTA) 5303 planning funds.

PL funding will be based on an ODOT estimate of the available FFY 2026 Ohio PL funds. The 5303 funding component will be based on the FFY 2025 Ohio 5303 appropriation amount. Because neither of the budgetary amounts are currently available, MPOs are advised to build their SFY 2026 Work Programs equal to the estimates shown in Table 1. Revised CPG funding amounts will be provided to the MPOs as soon as possible in advance of the final due date for Work Programs.

Planning emphasis areas for the SFY 2026 Work Programs include:

- MPO Capital Programs Management
 - Implementation of strategies for improved performance
 - Monitoring of established performance measures
- Development and Maintenance of 2026-2029 TIP/STIP
 - Staff time for document development and project prioritization
 - Coordination between member communities, ODOT, US DOT and other stakeholders
 - Reporting on regional transportation performance measures
- Title VI and Environmental Justice
 - MPOs should clearly document specific activities they are conducting related to Title VI and EJ within their annual work programs.

Work Program budget tables will record Federal, State, and local funding for the MPOs' entire SFY 2026 transportation planning program, including any prior year carry over funding. CPG, FTA 5307, FHWA STBG and CMAQ, and regionally significant locally funded projects are to be

recorded. Carryover funding should be explicitly labeled and must be shown separately from SFY26 CPG funds. The budget tables must be stratified by direct, other direct, indirect, fringe benefit and total costs using the standard Ohio work element categories. A listing and description of the standard categories is included in the [Ohio MPO Administration Manual](#).

Work Program budget table fringe and indirect rates must reflect MPO Agency Indirect Cost Allocation Plans (CAP) established consistent with provisions of 2 CFR 200 Appendix VIII, State and Local Government. ODOT will not reimburse SFY 2026 MPO Work Program expenditures until a fully executed CAP agreement is in place.

ODOT and USDOT reviews of the draft MPO Work Programs will include verification that the tasks and work products contained within provide sufficient detail to comply with the federal requirements established in [23 C.F.R. §450.308\(c\)](#). Specifically, work descriptions must indicate who will perform the work (MPO, ODOT, transit provider, etc.), a detailed schedule for completing the work, an itemization of the resulting work products, the proposed funding by activity and task, and a summary of the total amounts and sources of federal and matching funds. Work Programs that fall short of these requirements cannot be approved until determined to be in compliance.

Table 1: SFY26 CPG Program ESTIMATE

MPO	FTA 5303	FHWA PL	CPG	State Match	Local Match	Total
Akron	\$363,985	\$1,107,792	\$1,471,777	\$183,972	\$183,972	\$1,839,722
Canton	\$161,344	\$547,664	\$709,008	\$88,626	\$88,626	\$886,259
Cincinnati	\$922,698	\$2,259,433	\$3,182,132	\$397,766	\$397,766	\$3,977,665
Cleveland	\$1,329,989	\$2,966,826	\$4,296,814	\$537,102	\$537,102	\$5,371,018
Columbus	\$890,901	\$2,379,000	\$3,269,901	\$408,738	\$408,738	\$4,087,377
Dayton	\$394,040	\$1,208,590	\$1,602,630	\$200,329	\$200,329	\$2,003,287
Huntington	\$20,565	\$108,009	\$128,575	\$16,072	\$16,072	\$160,718
Lima	\$50,499	\$277,452	\$327,951	\$40,994	\$40,994	\$409,938
Mansfield	\$53,694	\$298,201	\$351,895	\$43,987	\$43,987	\$439,869
Newark	\$57,855	\$263,781	\$321,636	\$40,204	\$40,204	\$402,045
Parkersburg	\$5,570	\$66,678	\$72,247	\$9,031	\$9,031	\$90,309
Sandusky	\$53,451	\$243,197	\$296,648	\$37,081	\$37,081	\$370,810
Springfield	\$63,968	\$384,498	\$448,466	\$56,058	\$56,058	\$560,582
Steubenville	\$27,830	\$175,125	\$202,956	\$25,369	\$25,369	\$253,695
Toledo	\$281,142	\$858,540	\$1,139,682	\$142,460	\$142,460	\$1,424,602
Wheeling	\$17,448	\$124,981	\$142,429	\$17,804	\$17,804	\$178,036
Youngstown	\$192,019	\$663,874	\$855,893	\$106,987	\$106,987	\$1,069,866

Draft Work Programs are due to the Office of Statewide Planning and Research on March 7, 2025. Work Program review meetings among the MPO, FHWA/FTA, District, and ODOT Central Office staff will be scheduled during the months of March/April 2025. Final Work Programs will be due on May 9, 2025. Work Program documentation is to be submitted electronically via the ODOT Sharepoint site at: <https://extranet.dot.state.oh.us/divisions/Planning/pln/STIP/default.aspx>. A folder for the 2026 Work Program has already been created and this folder should be used for all 2026 Work Program submissions. Should you have any questions please contact Nate Brugler at (614) 387-0459.

Respectfully,

A handwritten signature in black ink, appearing to read "Scott Phinney". The signature is written in a cursive, flowing style.

Scott Phinney, P.E.

Administrator

ODOT Office of Statewide Planning and Research

1. Federal Award No.

693JJ32540630

2. Effective Date

See No. 16 Below

3. Assistance

Listings No.
20.939

4. Award To

Bel-O-Mar Regional Council
105 Bridge Street Plaza
Wheeling, WV 26003-5211

5. Sponsoring Office

U.S. Department of Transportation
Federal Highway Administration
Office of Safety
1200 New Jersey Avenue, SE
HSSA-1, Mail Drop E71-117
Washington, DC 20590

Unique Entity Id.: F5BQGXM762L7

TIN No.: 55-0492770

6. Period of Performance

Effective Date of Award – 37 months

7. Total Amount

Federal Share:	\$240,000
Recipient Share:	\$60,000
Other Federal Funds:	\$0
Other Funds:	\$0
Total:	\$300,000

8. Type of Agreement

Grant

9. Authority

Section 24112 of the Infrastructure Investment and Jobs Act (IIJA, Pub. L. 117–58, November 15, 2021)

10. Procurement Request No.

HSA250467PR

11. Federal Funds Obligated

\$240,000

12. Submit Payment Requests To

See Article 5.

13. Accounting and Appropriations Data

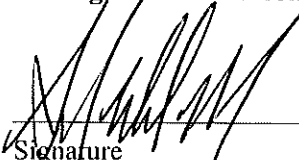
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0.61006600

14. Description of the Project

The Belomar Regional Safety Action Plan is a planning-only project funded through the SS4A program to develop a data-driven, certifiable safety action plan for Belmont County, OH, and Ohio, Marshall, and Wetzel Counties, WV. The plan will identify crash risks and recommend proven safety strategies to reduce fatalities and serious injuries across the regional transportation network.

RECIPIENT

15. Signature of Person Authorized to Sign



06/26/25

Signature
Name: Andrew Moretz
Title: Finance Director

Date

FEDERAL HIGHWAY ADMINISTRATION

16. Signature of Agreement Officer

Signature

Name: Travis Wheeler

Title: Agreement Officer

Date

U.S. DEPARTMENT OF TRANSPORTATION

**GRANT AGREEMENT UNDER THE
FISCAL YEAR 2024 SAFE STREETS AND ROADS FOR ALL GRANT PROGRAM**

This agreement is between the United States Department of Transportation's (the "USDOT") Federal Highway Administration (the "FHWA") and the Belomar Regional Council (the "Recipient").

This agreement reflects the selection of the Recipient to receive a Safe Streets and Roads for All ("SS4A") Grant for the Belomar Regional Safety Action Plan

The parties therefore agree to the following:

**ARTICLE 1
GENERAL TERMS AND CONDITIONS**

1.1 General Terms and Conditions.

- (a) In this agreement, "General Terms and Conditions" means the content of the document titled "General Terms and Conditions Under the Fiscal Year 2024 Safe Streets and Roads for All ("SS4A") Grant Program," dated March 17, 2025, which is available at <https://www.transportation.gov/grants/ss4a/grant-agreements> under "Fiscal Year 2024." Articles 7–30 are in the General Terms and Conditions. The General Terms and Conditions are part of this agreement.
- (b) The Recipient acknowledges that it has knowledge of the General Terms and Conditions. Recipient also states that it is required to comply with all applicable Federal laws and regulations including, but not limited to, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR part 200); National Environmental Policy Act (NEPA) (42 U.S.C. § 4321 et seq.); and Build America, Buy America Act (IIJA, div. G §§ 70901-27).
- (c) The Recipient acknowledges that the General Terms and Conditions impose obligations on the Recipient and that the Recipient's non-compliance with the General Terms and Conditions may result in remedial action, termination of the SS4A Grant, disallowing costs incurred for the Project, requiring the Recipient to refund to the FHWA the SS4A Grant, and reporting the non-compliance in the Federal-government-wide integrity and performance system.

**ARTICLE 2
APPLICATION, PROJECT, AND AWARD**

2.1 Application.

Application Title: Belomar Regional Safety Action Plan

Application Date: 7/26/24

2.2 Award Amount.

SS4A Grant Amount: \$240,000

2.3 Federal Obligation Information.

Federal Obligation Type: Single

2.4 Budget Period.

Budget Period: See Block 6 of Page 1

2.5 Grant Designation.

Designation: Planning and Demonstration

**ARTICLE 3
SUMMARY PROJECT INFORMATION**

3.1 Summary of Project's Statement of Work.

This project will be completed in one phase.

The Belomar Regional Safety Action Plan is a planning-only initiative funded through the U.S. Department of Transportation's Safe Streets and Roads for All (SS4A) program. This project will develop a data-driven, certifiable Comprehensive Safety Action Plan aimed at reducing roadway fatalities and serious injuries across the four-county region of Belmont County, OH; Ohio County, WV; Marshall County, WV; and Wetzel County, WV—including the urbanized area surrounding Wheeling, West Virginia. The plan will position the region to pursue future implementation funding opportunities.

The primary objective is to identify strategies that improve traffic safety through crash analysis, systemic risk evaluation, and multi-agency stakeholder engagement. The plan will follow the Safe System Approach and align with the national Toward Zero Deaths initiative.

Key tasks include:

- Analyzing crash data to identify regional crash hotspots;
- Incorporating existing data and plans, such as the New Martinsville Safety Action Plan;
- Conducting systemic assessments to identify roads that share characteristics with known high-risk locations;
- Identifying regional safety emphasis areas based on crash data;

- Engaging regional stakeholders, including municipalities, law enforcement, emergency responders, and others;
- Recommending cost-effective, proven safety countermeasures addressing engineering, enforcement, education, and emergency response;
- Developing a prioritized list of safety needs and recommended supplemental planning and project implementation efforts.

This effort will not result in construction or physical infrastructure changes. The final deliverable will be a formally adopted Regional Safety Action Plan. The work will be conducted primarily by consultant services, with project administration and support tasks managed by Belomar Regional Council staff. The project will be completed in one phase.

3.2 Project's Estimated Schedule.

Action Plan Schedule

Milestone	Schedule Date
Planned Final Plan Publicly Available Date:	March 30, 2028
Planned SS4A Final Report Date:	April 30, 2028

3.3 Project's Estimated Costs.

(a) Eligible Project Costs

Eligible Project Costs	
SS4A Grant Amount:	\$240,000
Other Federal Funds:	\$0
State Funds:	\$0
Local Funds:	\$60,000
In-Kind Match:	\$0
Other Funds:	\$0
Total Eligible Project Cost:	\$300,000

(b) Reserved

(c) Indirect Costs

Indirect costs are allowable under this Agreement in accordance with 2 CFR part 200 and the Recipient's approved Budget Application. In the event the Recipient's indirect cost rate changes, the Recipient will notify FHWA of the planned adjustment and provide supporting documentation for such adjustment. This Indirect Cost provision does not operate to waive the limitations on Federal funding provided in this document. The Recipient's indirect costs are allowable only insofar as they do not cause the Recipient to exceed the total obligated funding.

ARTICLE 4

CONTACT INFORMATION

4.1 Recipient Contact(s).

Samuel Richardson
Transportation Planning Director
Bel-O-Mar Regional Council
105 Bridge Street Plaza
(304) 238-9562
srichardson@belomar.org

4.2 Recipient Key Personnel.

Name	Title or Position
Samuel Richardson	Point of contact, consultant selection, and project team direction – Transportation Planning Director
Andrew Moretz	Reimbursement, invoicing, and fiscal compliance - Finance Director
Natalie Hamilton, AICP	Public and stakeholder outreach planning support - Assistant Director of Management Services
James Benner	Data collection and analysis support – Senior Transportation Planner/GIS Coordinator
Ethan Combs	Public and stakeholder outreach support – Transportation Planner

4.3 USDOT Project Contact(s).

Safe Streets and Roads for All Program Manager
Federal Highway Administration
Office of Safety
HSSA-1, Mail Stop: E71-117
1200 New Jersey Avenue, S.E.
Washington, DC 20590
202-366-2822
SS4A.FHWA@dot.gov

and

Agreement Officer (AO)
Federal Highway Administration
Office of Acquisition and Grants Management
HCFA-42, Mail Stop E62-310
1200 New Jersey Avenue, S.E.
Washington, DC 20590

202-493-2402
HCFASS4A@dot.gov

and

Division Administrator – WV
Agreement Officer’s Representative (AOR)
Federal Highway Administration
300 Virginia Street East
Suite 7400
Charleston WV 25301
(304) 347-5928
HDAWV.FHWA@dot.gov

and

Yvonne Smith
WV Division Office Lead Point of Contact
Discretionary Grants Manager
Federal Highway Administration
300 Virginia Street East
Suite 7400
Charleston WV 25301
(304) 347-7196
Yvonne.Smith@dot.gov

ARTICLE 5 USDOT ADMINISTRATIVE INFORMATION

5.1 Office for Subaward and Contract Authorization.

USDOT Office for Subaward and Contract Authorization: FHWA Office of Acquisition and Grants Management

SUBAWARDS AND CONTRACTS APPROVAL

Note: See 2 CFR § 200.331, Subrecipient and contractor determinations, for definitions of subrecipient (who is awarded a subaward) versus contractor (who is awarded a contract).

Note: Recipients with a procurement system deemed approved and accepted by the Government or by the Agreement Officer (the “AO”) are exempt from the requirements of this clause. See 2 CFR 200.317 through 200.327.

In accordance with 2 CFR 200.308(f)(6), the recipient or subrecipient shall obtain prior written approval from the USDOT agreement officer for the subaward, if the subaward activities were not proposed in the application or approved in the Federal award. This provision is in accordance with 2 CFR 200.308 (f) (6) and does not apply to procurement transactions for goods and services. Approval will be issued through written notification from the AO or a formal amendment to the Agreement.

The following subawards and contracts are currently approved under the Agreement by the AO. This list does not include supplies, material, equipment, or general support services which are exempt from the pre-approval requirements of this clause.

5.2 Reimbursement Requests

- (a) The Recipient may request reimbursement of costs incurred within the budget period of this agreement if those costs do not exceed the amount of funds obligated and are allowable under the applicable cost provisions of 2 C.F.R. Part 200, Subpart E. The Recipient shall not request reimbursement more frequently than monthly.
- (b) The Recipient shall use the DELPHI iSupplier System to submit requests for reimbursement to the payment office. When requesting reimbursement of costs incurred or credit for cost share incurred, the Recipient shall electronically submit supporting cost detail with the SF-270 (Request for Advance or Reimbursement) or SF-271 (Outlay Report and Request for Reimbursement for Construction Programs) to clearly document all costs incurred.
- (c) The Recipient's supporting cost detail shall include a detailed breakout of all costs incurred, including direct labor, indirect costs, other direct costs, travel, etc., and the Recipient shall identify the Federal share and the Recipient's share of costs. If the Recipient does not provide sufficient detail in a request for reimbursement, the Agreement Officer's Representative (the "AOR") may withhold processing that request until the Recipient provides sufficient detail.
- (d) The USDOT shall not reimburse costs unless the AOR reviews and approves the costs to ensure that progress on this agreement is sufficient to substantiate payment.
- (e) In the rare instance the Recipient is unable to receive electronic funds transfers (EFT), payment by EFT would impose a hardship on the Recipient because of their inability to manage an account at a financial institution, and/or the Recipient is unable to use the DELPHI iSupplier System to submit their requests for disbursement, the FHWA may waive the requirement that the Recipient use the DELPHI iSupplier System. The Recipient shall contact the Division Office Lead Point of Contact for instructions on and requirements related to pursuing a waiver.
- (f) The requirements set forth in these terms and conditions supersede previous financial invoicing requirements for Recipients.

ARTICLE 6 SPECIAL GRANT TERMS

- 6.1** SS4A funds must be expended within five years after the grant agreement is executed and DOT obligates the funds, which is the budget period end date in section 10.3 of the Terms and Conditions and section 2.4 in this agreement.
- 6.2** The Recipient demonstrates compliance with civil rights obligations and nondiscrimination laws, including Titles VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and Section 504 of the Rehabilitation Act, and accompanying regulations. Recipients of Federal transportation funding will also be required to comply fully with regulations and guidance for the ADA, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and all other civil rights requirements.
- 6.3** SS4A Funds will be allocated to the Recipient and made available to the Recipient in accordance with FHWA procedures.
- 6.4** The Recipient of a Planning and Demonstration Grant acknowledges that the Action Plan will be made publicly available and agrees that it will publish the final Action Plan on a publicly available website.
- 6.5** There are no other special grant requirements.

ATTACHMENT A
PERFORMANCE MEASUREMENT INFORMATION

Study Area: Belmont County, OH, Ohio County, WV, Marshall County, WV, and Wetzel County, WV

Table 1: Performance Measure Table

Measure	Category and Description	Measurement Frequency and Reporting Deadline
Costs	Project Costs: Quantification of the cost of each eligible project carried out using the grant	Within 120 days after the end of the period of performance
Lessons Learned and Recommendations	Lessons Learned and Recommendations: Description of lessons learned and any recommendations relating to future projects or strategies to prevent death and serious injury on roads and streets.	Within 120 days after the end of the period of performance

**ATTACHMENT B
CHANGES FROM APPLICATION**

Describe all material differences between the scope, schedule, and budget described in the application and the scope, schedule, and budget described in Article 3. The purpose of Attachment B is to clearly and accurately document any differences in scope, schedule, and budget to establish the parties' knowledge and acceptance of those differences. See Article 11 for the Statement of Work, Schedule, and Budget Changes. If there are no changes, please insert "N/A" after "Scope," "Schedule," or "Budget." If there are changes to the budget, please complete the table below. Otherwise, leave the table below blank.

Scope: N/A

Schedule: The original application listed a period of performance of 12 months (01/01/2025 through 12/31/2025) but it was determined that additional time would be needed to complete a well-done and thorough comprehensive safety action plan. The period of performance is extended by 25 months for a total of 37 months. This will allow sufficient time for data collection and assessments to develop recommendations in the comprehensive safety action plan.

Budget: N/A

The table below provides a summary comparison of the project budget.

Fund Source	Application		Section 3.3	
	\$	%	\$	%
Previously Incurred Costs (Non-Eligible Project Costs)				
Federal Funds				
Non-Federal Funds				
Total Previously Incurred Costs				
Future Eligible Project Costs				
SS4AFunds				
Other Federal Funds				
Non-Federal Funds				
Total Future Eligible Project Costs				
Total Project Costs				

ATTACHMENT C

[RESERVED]

ATTACHMENT D

[RESERVED]

**ATTACHMENT E
LABOR AND WORK**

1. Efforts to Support Good-Paying Jobs and Strong Labor Standards

The Recipient states that rows marked with “X” in the following table align with the application:

	The Recipient or a project partner promotes robust job creation by supporting good-paying jobs directly related to the project with free and fair choice to join a union. <i>(Describe robust job creation and identify the good-paying jobs in the supporting narrative below.)</i>
	The Recipient or a project partner will invest in high-quality workforce training programs such as registered apprenticeship programs to recruit, train, and retain skilled workers, and implement policies such as targeted hiring preferences. <i>(Describe the training programs in the supporting narrative below.)</i>
	The Recipient or a project partner will partner with high-quality workforce development programs with supportive services to help train, place, and retain workers in good-paying jobs or registered apprenticeships including through the use of local and economic hiring preferences, linkage agreements with workforce programs, and proactive plans to prevent harassment. <i>(Describe the supportive services provided to trainees and employees, preferences, and policies in the supporting narrative below.)</i>
	The Recipient or a project partner will partner and engage with local unions or other worker-based organizations in the development and lifecycle of the project, including through evidence of project labor agreements and/or community benefit agreements. <i>(Describe the partnership or engagement with unions and/or other worker-based organizations and agreements in the supporting narrative below.)</i>
X	The Recipient or a project partner will partner with communities or community groups to develop workforce strategies. <i>(Describe the partnership and workforce strategies in the supporting narrative below.)</i>
	The Recipient or a project partner has taken other actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards. <i>(Describe those actions in the supporting narrative below.)</i>
	The Recipient or a project partner has not yet taken actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards but, before beginning construction of the Project, will take relevant actions described in Attachment B. <i>(Identify the relevant actions from Attachment B in the supporting narrative below.)</i>
	The Recipient or a project partner has not taken actions related to the Project to improve good-paying jobs and strong labor standards and will not take those actions under this award.

2. Supporting Narrative.

In planning to prepare for possible future implementation or construction projects, Belomar will partner with communities, community groups, workforce development boards, community colleges, to develop workforce strategies. Belomar will rely on the resources from the FHWA Highway Construction Workforce Partnership and Strategic Workforce Development. Belomar will use tools like the Everyday Counts Strategic Workforce Development Toolkit and the Identify, Train, and Place Highway

Construction Playbook to identify actionable strategies to engage in efforts to support good-paying jobs and strong labor standards.

ATTACHMENT F
CRITICAL SECURITY INFRASTRUCTURE AND RESILIENCE

1. Efforts to strengthen the Security and Resilience of Critical Infrastructure against both Physical and Cyber Threats.

The Recipient states that rows marked with “X” in the following table are accurate:

	The Recipient demonstrates, prior to the signing of this agreement, effort to consider and address physical and cyber security risks relevant to the transportation mode and type and scale of the activities.
	The Recipient appropriately considered and addressed physical and cyber security and resilience in the planning, design and oversight of the project, as determined by the Department and the Department of Homeland Security.
	The Recipient complies with 2 CFR 200.216 and the prohibition on certain telecommunications and video surveillance services or equipment.

2. Supporting Narrative.

N/A This grant will not fund the purchase of Information Technology and/or Operational Technology.

ATTACHMENT G
[RESERVED]



Section 6: Self-Certification

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

General

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

Administration: Executive Director

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

Scott Hicks

Executive Director

Email: hicks@belomar.org

304 242 1800

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

<https://www.belomar.org/notice-of-public-rights-under-title-vi-title-vi-plan/>

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

<https://www.belomar.org/notice-of-public-rights-under-title-vi-title-vi-plan/>

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

<https://www.belomar.org/notice-of-public-rights-under-title-vi-title-vi-plan/>

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

https://www.belomar.org/open_comments/

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

Through the availability of the document on the website.

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.

Agency was not named in any discrimination complaint or lawsuit during the past three years.

Bel-O-Mar has never received a Title VI complaint.

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.

Yes.

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

Yes.

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 - Yes
- vi. Title VI Program Plan posted on your website - Yes
- vii. Other (Please explain) - Office Poster

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

Yes, 2019. <https://www.belomar.org/trans/participation-plan/>

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 - Yes
 - ii. Community radio station announcements
 - iii. Church and community event outreach - Yes
 - iv. Targeted fliers distributed in particular neighborhoods - Yes
 - v. Other (Please explain) - Facebook, website postings.
14. Do you coordinate with local community groups to facilitate outreach to minorities and low-income populations? If so, please list groups. Yes, Disability Rights of West Virginia. Belomar continues to brainstorm on efforts to expand on the efforts to reach people with incomes below the federal poverty level, zero-vehicle households, and representatives affordable housing organizations.
15. Do you take the following into consideration when identifying a public meeting location (select all that apply):
- i. Parking - Yes
 - ii. Accessibility by public transportation - Yes
 - iii. Meeting times - Yes
 - iv. Existence of ADA ramps - Yes
 - v. Familiarity of community with meeting location - Yes
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, but a better plan to be prepared for these requests is planned.

Limited English Proficiency (LEP) and Language Assistance

17. Are you familiar with the LEP four-factor analysis methodology? No
18. Are you familiar with the LEP language assistance Safe Harbor threshold? No
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, but not specifically as a separate plan, but a plan to improve is proposed as part of the drafted consolidated public participation and civil rights plan.

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. No, but a plan to improve is in place.
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? Yes, but a better plan is needed.
23. How often do you receive requests for language assistance? Never, but the availability of services needs directly secured, and better communication of the availability of services is needed.

Title VI Training

24. Who provides Title VI training to your staff?
- i. ODOT staff - Yes
 - ii. Title VI Coordinator
 - iii. Other (Please explain)
25. How often are Title VI trainings conducted? No regular schedule.
26. How many staff were trained on Title VI this year? None.

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, through a qualitative analysis and quantitatively upon request. Census tracts with certain factors can be mapped and analyzed as a ratio of dollars spent per capita in each census tract. Per capita funding ratios per census tract can be stacked against any relevant and reasonable data point upon request.

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

No.

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.

Samuel Richardson

Transportation Planning Director

304 242 1800

srichardson@belomar.org

Complete on 8 April 2025.

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.

N/A

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

Yes, Belomar has recently hired a new Transportation Planner who will take the lead on ensuring the most complete compliance of the transportation planning and programming efforts as it relates to compliance with US Civil Rights laws. Training for all staff is welcome.

METROPOLITAN TRANSPORTATION PLANNING PROCESS CERTIFICATION
of the Bel-O-Mar Transportation Study (Belomar)

As required by the U.S. Department of Transportation and in accordance with federal transportation planning regulations, the West Virginia and Ohio Departments of Transportation and the Belmont-Ohio-Marshall Transportation Study—the Metropolitan Planning Organization (MPO) for the Wheeling, WV-OH urbanized area—hereby certify that the metropolitan transportation planning process:

- Addresses the major transportation issues facing the region;
- Is conducted in accordance with the latest federal transportation planning requirements;
- Complies with all applicable laws and regulations, including those related to clean air, civil rights, accessibility, and non-discrimination.

The MPO, and all its planning and programming efforts, do not discriminate against any person based on race, color, national origin, sex, age, disability, veteran status, or other protected status. No person is denied participation in, denied the benefits of, or otherwise subjected to discrimination under any program or activity receiving federal assistance. The MPO does not prioritize or overburden individuals or groups based on race or other protected status in its planning or funding decisions.

The MPO does not include any projects or programs that overburden a protected class or historically vulnerable group—including but not limited to Black individuals, people with limited English proficiency, and individuals or families living below the federal poverty level—with disproportionate impacts related to right-of-way acquisition, transportation-related pollution, roadway proximity, or other harmful externalities.

The MPO does not prioritize investments in any geographic area based on the social construct of race or other social features that would violate the intent or premise of current United States civil rights legislation.

The MPO conducts regular self-evaluations to identify and address any gaps in access to its services, including access to public meetings and planning materials. The MPO maintains an internal plan for continuous improvement, particularly as it relates to older Americans, families with young children, individuals with disabilities, people with limited English proficiency, people living below the federal poverty level, and any other protected class under federal law.

Thus certified, by the Belomar Policy Committee on this day 17 April 2025

ATTEST:



Scott Hicks

Executive Director



John Gruzinkas, Chairman

Belomar Regional Council

Transportation Study Policy Committee



Section 7: Glossary of Common Transportation Terms

Glossary of Common Transportation Terms, Definitions, and Acronyms

A

- **ADA (Americans with Disabilities Act)** – A federal law that prohibits discrimination based on disability and ensures accessible transportation options.
- **Air Quality Conformity** – A process that ensures transportation plans and projects meet Clean Air Act requirements to improve or maintain air quality.
- **Amendment** – A major revision to the TIP that involves adding or removing projects or making significant changes to scope, cost, or schedule.
- **Administrative Modification** – A minor revision that does not require public review, such as small cost changes or project timeline adjustments.

B

- **Bel-O-Mar Regional (Belomar)** – The regional infrastructure planning and development agency Belmont County, OH, and Ohio, Marshall, and Wetzel counties in WV.
- **Belomar Transportation Study or MPO (Metropolitan Planning Organization)** – The regional agency responsible for transportation planning in Belmont County, OH, and Ohio and Marshall counties in WV.
- **Bicycle and Pedestrian Facilities** – Infrastructure that supports walking and cycling, including bike lanes, sidewalks, and shared-use paths.

C

- **CAA (Clean Air Act)** – Federal legislation that regulates air pollutants and requires transportation projects to comply with air quality standards.
- **Capital Improvement Program (CIP)** – A plan that outlines major infrastructure investments over multiple years.
- **Congestion Management Process (CMP)** – A systematic process to manage traffic congestion and improve transportation system performance.

E

- **Eastern Ohio Regional Transit Authority (EORTA)** – The public transportation bus rapid transit system that provides services to Belmont County, Ohio.
- **E-STIP (Electronic Statewide Transportation Improvement Program)** – The online system used in Ohio to manage TIP and STIP amendments and modifications.

F

- **FHWA (Federal Highway Administration)** – The federal agency overseeing highway and transportation funding and regulations.

- **Fiscal Constraint** – A requirement that the TIP only includes projects with identified and available funding sources.
- **FMIS (Financial Management Information System)** – The federal system used to track obligations and expenditures of transportation funds.
- **FTA (Federal Transit Administration)** – The federal agency that supports public transit development and operations.

L

- **Long-Range Transportation Plan (LRTP)** – A planning document that outlines transportation investments and policies over a 20+ year period.
- **Locally Administered Project** – A project managed by a local government or agency using federal or state funds.

M

- **Maintenance Area** – A geographic area that previously did not meet air quality standards but is now in compliance and requires continued monitoring.
- **Metropolitan Planning Organization (MPO)** – A regional entity responsible for coordinating transportation planning and funding.
- **Mobility** – The ability of people and goods to move efficiently through a transportation system.
- **Mode** – A type of transportation, such as driving, walking, cycling, or public transit.

N

- **NEPA (National Environmental Policy Act)** – Federal law requiring environmental assessments for transportation projects.
- **Nonattainment Area** – A region that does not meet federally mandated air quality standards.

O

- **Obligation** – A commitment of federal transportation funds to a specific project or program.
- **ODOT (Ohio Department of Transportation)** – The state agency overseeing transportation projects and policies in West Virginia.
- **Ohio STIP Revision Guidelines** – The procedures governing changes to the Statewide Transportation Improvement Program in Ohio.
- **Ohio Valley Regional Transit Authority (OVRTA)** – The public transportation bus rapid transit system that provides services to Ohio and Marshall counties in West Virginia.

P

- **Performance Measures** – Quantitative indicators used to assess the effectiveness of transportation investments.
- **Public Participation Plan (PPP)** – A document that outlines how the public will be involved in the transportation planning process.
- **Public Transportation Agency Safety Plans (PTASP)** - The Public Transportation Agency Safety Plans (PTASP) regulation (49 CFR Part 673) requires operators of public transportation systems that receive federal funds under the FTA Urbanized Area Formula Grants (Section 5307), and rail transit agencies subject to the FTA State Safety Oversight (SSO) program, to develop an Agency Safety Plan (ASP) that includes the processes and procedures to implement a Safety Management System (SMS). SMS is a comprehensive, collaborative, and systematic approach to managing safety.

S

- **Statewide Transportation Improvement Program (STIP)** – A federally required, four-year transportation investment plan developed by state DOTs.
- **Suballocated Funds** – Federal or state funds designated for use by local governments within an MPO region.
- **Surface Transportation Block Grant (STBG)** – A flexible federal funding program that supports a variety of transportation projects.

T

- **Transit Asset Management (TAM) Plan** - Every agency must develop a transit asset management (TAM) plan if it owns, operates, or manages capital assets used to provide public transportation and receives federal financial assistance under 49 U.S.C. Chapter 53 as a recipient or subrecipient. Each transit provider must designate an Accountable Executive (49 CFR 625.5) to ensure appropriate resources for implementing the agency's TAM plan and the Transit Agency Safety Plan.
- **TIP (Transportation Improvement Program)** – A short-term, federally required document that lists transportation projects planned for implementation in a four-year period.
- **Transportation Conformity** – A requirement ensuring that transportation projects comply with air quality standards.
- **Transit-Oriented Development (TOD)** – A planning strategy that promotes compact, walkable communities centered around public transit.

W

- **WVDOT (West Virginia Department of Transportation)** – The state agency overseeing transportation projects and policies in West Virginia.
-

Explanation of Acronyms

- **Advance Construction High Priority (ACHP)** – 80% Federal / 20% Local
- **Advance Construction (ACST)** – 80% Federal / 20% Local
- **August Redistribution (AUG REDI)** – TBD Federal
- **Bridge Replacement and Rehabilitation (BR)** – 80% Federal / 20% Local
- **Congestion Mitigation and Air Quality (CMAQ)** – 80-90% Federal / 10-20% Local
- **Congestion Mitigation and Air Quality, PM 2.5 (CMAQ 2.5)** – 80% Federal / 20% Local
- **Carbon Reduction Program (CRP)** – 80-100% Federal / 0-20% Local
- **Emergency Relief Program (ER)** – 80-100% Federal / 0-20% Local
- **Highway Safety Improvement Program (HSIP)** – 80-90% Federal / 10-20% Local
- **National Highway Freight Program (NHFP)** – 80-90% Federal / 10-20% Local
- **National Highway Performance Program (NHPP)** – 80-90% Federal / 10-20% Local
- **National Highway Performance Program (Exempt) (NHPP-EXE)** – 90% Federal / 10% Local
- **National Highway System (NHS)** – 80% Federal / 20% Local
- **Recreational Trails (NRT)** – 80% Federal / 20% Local
- **Railroad Crossings/Highway Crossings (RR/HWY XI)** – 90% Federal / 10% Local
- **FTA Formula (Operating/Capital) (Section 5307)** – 50/80% Federal / 50/20% Local
- **FTA Discretionary Capital Grant (Section 5309)** – 80% Federal / 20% Local
- **FTA Elderly/Handicapped Capital Grants (Section 5310)** – 80% Federal / 20% Local
- **Bus and Bus Facilities Program (Section 5339)** – 50% Federal / 50% Local
- **Surface Transportation Block Grant Program (STBG)** – 80-90% Federal / 10-20% Local
- **Surface Transportation Program (STP)** – 80% Federal / 20% Local
- **Surface Transportation Program - Off System Bridge (STP-OFF)** – 80% Federal / 20% Local
- **Transportation Alternatives Program (TAP)** – 80-90% Federal / 10-20% Local
- **Population Range (# POP)** – 80-90% Federal / 10-20% Local
- **Flexible Funds (FLEX)** – 80-90% Federal / 10-20% Local
- **Transportation Management Area (TMA)** – 80% Federal / 20% Local
- **Highway Infrastructure Program (HIP)** – 80% Federal / 20% Local

The maximum share of project costs that may be funded with Federal-aid highway funds (the “Federal share”) varies based upon the Federal-aid program from which the project receives funding. In some cases, the Federal share is also adjusted based on related statutory provisions.

- **Engineering (ENG)** – Design and technical planning for a transportation project.
- **Right of Way (ROW)** – Land acquisition for transportation improvements.
- **Construction (CON)** – The phase of physically building transportation infrastructure.
- **Feasibility Study (FS)** – A study to determine the viability of a proposed transportation project.
- **Environmental Impact Statement (EIS)** – A document that assesses potential environmental effects of a project.

- **Beginning Mile Point/Miles (BMP/mi)** – Measurement unit indicating the start location or length of a project.

Project Name / Type of Work

- **Bridge (BR)** – Infrastructure for crossing over roads, railways, or water.
- **Clean & Paint (C&P)** – Maintenance process for extending infrastructure lifespan.
- **Overlay (O/L)** – Resurfacing pavement to improve road conditions.
- **Inspection (INSP)** – Evaluating existing infrastructure for safety and maintenance needs.
- **Interchange (I/C)** – A highway junction allowing smooth traffic flow between roads.
- **Turnpike (TPK)** – A tolled roadway system.
- **North/South/East/West Bound (N/S/E/WB)** – Directional indicators for travel.

Agencies

- **Eastern Ohio Regional Transit Authority (EORTA)** – The public transportation bus rapid transit system that provides services to Belmont County, Ohio.
- **ODOT (Ohio Department of Transportation)** – The state agency overseeing transportation projects and policies in West Virginia.
- **Ohio Valley Regional Transit Authority (OVRTA)** – The public transportation bus rapid transit system that provides services to Ohio and Marshall counties in West Virginia.
- **West Virginia Department of Transportation (WVDOT)** – State agency overseeing transportation projects in West Virginia.
- **West Virginia Division of Highways (WVDOH)** – Division within WVDOT managing highways and infrastructure.
- **Federal Highway Administration (FHWA)** – Federal agency managing national highway funding and regulations.
- **United States Department of Transportation (USDOT)** – Federal agency overseeing all modes of transportation.

This glossary provides key definitions to support understanding of transportation planning terms referenced in the TIP and related documents. Additional terms and explanations can be provided upon request.



Section 7: Adopting Resolution

**RESOLUTION OF THE BELOMAR REGIONAL COUNCIL'S
TRANSPORTATION STUDY (BELOMAR) POLICY COMMITTEE
APPROVING THE FY2026
UNIFIED WORK PROGRAM AND BUDGET**

WHEREAS, the FY2026 Unified Work Program has been prepared as prescribed by federal regulations; and

WHEREAS, the FY2026 Unified Work Program have been reviewed by agencies through the interagency consultation process, primarily though the Belomar Technical Advisory Committee; and

WHEREAS, the FY 2026 Unified Work Program is financially feasible and requires a local match from Belomar of \$71,804 which is matched by state and federal dollars.

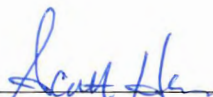
WHEREAS, the scope of work and budget contained in the FY2026 Unified Work Program can be revised upon the approval of the appropriate participating agencies;

WHEREAS, the FY 2026 Unified Work Program fulfills regional transportation planning priorities and requirements;


NOW, THEREFORE BE IT RESOLVED, that the Belomar Regional Council Policy Committee hereby approves the FY2026 Unified Work Program and Budget for the period of July 1, 2025 through June 30, 2026.

Adopted this day of 17 April, 2025.

ATTEST:



Scott Hicks
Executive Director



John Gruzinski, Chairman
Belomar Regional Council
Transportation Study Policy Committee

**RESOLUTION OF THE BELOMAR REGIONAL COUNCIL'S
TRANSPORTATION STUDY (BELOMAR) POLICY COMMITTEE
APPROVING THE REVISION TO THE FY2026
UNIFIED WORK PROGRAM AND BUDGET**

WHEREAS, the FY2026 Unified Work Program has been prepared as prescribed by federal and state regulations; and

WHEREAS, the FY2026 Unified Work Program have been reviewed by agencies through the interagency consultation process, primarily through the Belomar Technical Advisory Committee; and

WHEREAS, the FY 2026 Unified Work Program is financially feasible and requires a twenty percent local match from Belomar.

WHEREAS, the scope of work and budget contained in the FY2026 Unified Work Program can be revised upon the approval of the appropriate participating agencies;

WHEREAS, a planning need has arisen to revise the FY 2026 Work Program;

WHEREAS, the FY 2026 Unified Work Program fulfills regional transportation planning priorities and requirements;

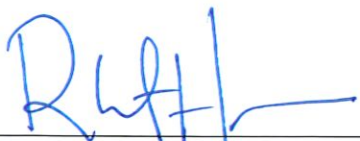
NOW, THEREFORE BE IT RESOLVED, that the Belomar Regional Council Policy Committee hereby approves the amendments to the revised FY2026 Unified Work Program and Budget for the period of July 1, 2025 through June 30, 2026.

Adopted this day of 16 October 2025.

ATTEST:



Scott Hicks
Executive Director



Robert Herron-Vice Chair, WV
Belomar Regional Council
Transportation Study Policy Committee