

Joint Certification Process

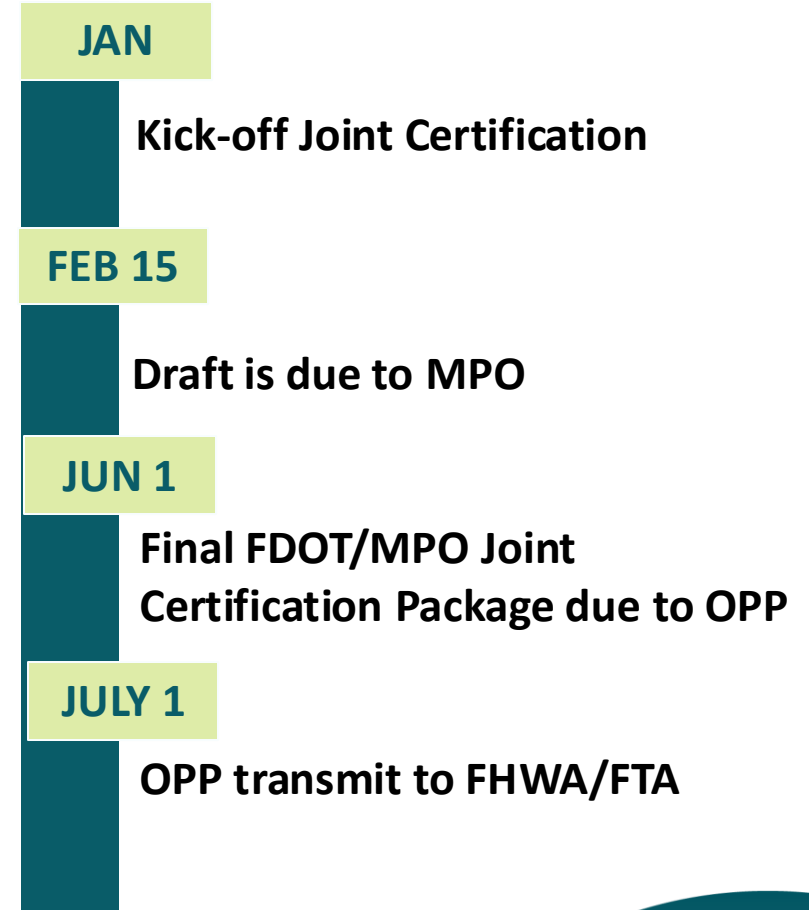
MPO TRAINING 101



OFFICE OF POLICY PLANNING

FDOT/MPO Joint Certification Review

- Kick-off Joint Certification in January
- Draft is due to the MPO by February 15
 - The Draft Certification Package includes:
 - A summary of noteworthy achievements by the MPO
 - FDOT recommendations and/or corrective actions
 - Relevant attachments
 - The un-signed certification statement
- Final FDOT/MPO Joint Certification Package is due to OPP no later than June 1.
- OPP transmits Final Joint Certification Package to FHWA/FTA no later than July 1.



Federal Certification Review

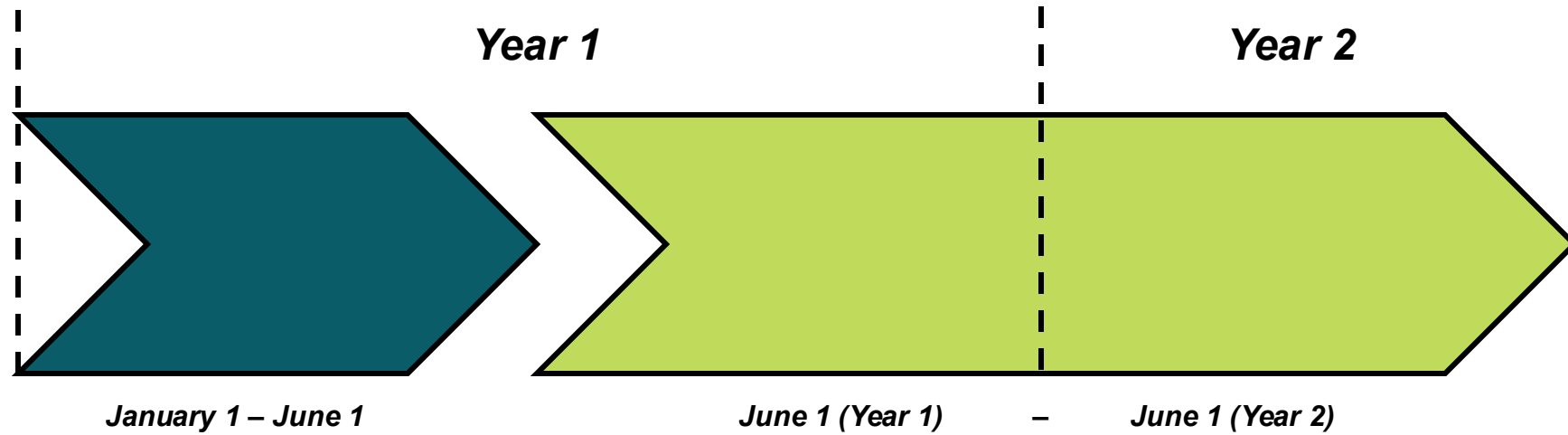
- Purpose of the review is to formalize continuing oversight and evaluation of the planning process.
- Quadrennial Review occurs between FHWA, FTA, FDOT, and MPO.
- The Quadrennial Review includes:
 - A document review of MPO's planning documents (LRTP, TIP, UPWP, PPP, and CMP)
 - An MPO site visit, conducting meetings to discuss findings of the document review.
 - A written TMA Certification Report documenting the findings from the Document Review and Site Visit.
 - A Closeout meeting with the federal review team and presents the report findings to an MPO Board meeting

Risk Assessment

- Part 2 Section 1 of FDOT Joint Certification
- Assigns a level of risk for each MPO
 - Updated annually during the joint certification process
- Results determine frequency of document review for upcoming year
 - Based on the level of risk

Score	Risk Level	Frequency of Monitoring
> 85%	Low	Annual
68% to 84%	Moderate	Bi-annual
52% to 67%	Elevated	Tri-annual
<52%	High	Quarterly

Risk Assessment Process



Certification Phase



Monitoring Phase

Certification Package

Completed Certification Document



- All questions answered
- Summary of achievements
- Recommendations & corrective actions
- Associated attachments
- Statements & Assurances
- Signed certification statement

Pursuant to the requirements of 23 U.S.C. 134(k)(5) and 23 CFR 450.334(a), the Department and the MPO have performed a review of the certification status of the metropolitan transportation planning process for the Select MPO with respect to the requirements of:

1. 23 U.S.C. 134 and 49 U.S.C. 5303;
2. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 C.F.R. Part 21
3. 49 U.S.C. 5332 prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
4. Section 1101(b) of the FAST Act and 49 C.F.R. Part 26 regarding the involvement of disadvantaged business enterprises in USDOT funded projects;
5. 23 C.F.R. Part 230 regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
6. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and the regulations found in 49 C.F.R. Parts 27, 37, and 38;
7. The Older Americans Act, as amended (42 U.S.C. 6101) prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
8. Section 324 of 23 U.S.C. regarding the prohibition of discrimination on the basis of gender; and
9. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 C.F.R. Part 27 regarding discrimination against individuals with disabilities.

Included in this certification package is a summary of noteworthy achievements by the MPO, attachments associated with these achievements, and (if applicable) a list of any recommendations and/or corrective actions. The contents of this Joint Certification Package have been reviewed by the MPO and accurately reflect the results of the joint certification review meeting held on insert date.

Based on a joint review and evaluation, the Florida Department of Transportation and the recommend that the Metropolitan Planning Process for the _____ be Select option.

Name:
Title: District Secretary (or designee)

Date

Name:
Title: MPO Chairman (or designee)

Date

Joint Certification

Quadrennial Federal certification review includes:

- ✓ Document Review
- ✓ Site Visit
- ✓ Public Meeting or Input
- ✓ Risk Assessment
- ✓ Written Report
- ✓ Closeout Meeting

Federal Law requires FHWA and FTA to certify the metropolitan transportation planning process in TMAs.

- **TMAs** are areas with populations over 200,000.

Recap



What we reviewed:

- Annual Joint Certifications
- Joint Certification Review
- Risk Assessment
- Certification Package
- TMA Certification

Resources



- [MPO Handbook, Chapter 7](#)
- Liaison Toolkit
 - [Joint Certification Package Submittal page](#)
 - [Joint Certification – Part 1](#)
 - [Joint Certification – Part 2](#)
 - [MPO Joint Certification Statement](#)
 - [Risk Assessment Scoring Sheet](#)