

# **SHOALS AREA METROPOLITAN PLANNING ORGANIZATION**

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## **UNIFIED PLANNING WORK PROGRAM**

**FISCAL YEAR 2018**

**10/01/2017 – 09/30/2018**



July 2017

# SHOALS AREA METROPOLITAN PLANNING ORGANIZATION

## *Unified Planning Work Program*

### *FISCAL YEAR 2018*

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This document is posted on the Internet at <http://www.nacolg.org>

Date adopted:

This report was prepared as a cooperative effort of the U.S. Department of Transportation (USDOT), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), the Alabama Department of Transportation (ALDOT), and local governments, in fulfillment of requirements set forth in 23 USC 134 and 135, amended by the FAST Act Sections 1201 and 1202, December 2015. The contents of this report do not necessarily reflect the official views or policy of the U. S. Department of Transportation.

# Shoals Area Metropolitan Planning Organization Officers

## FISCAL YEAR 2018

### Policy Committee

- Chairman Tim Tubbs – Mayor, Town of Killen
- Vice-Chairman Ian Sanford – Mayor, City of Sheffield

### Technical Committee

- Chairman Brad Williams, City of Muscle Shoals
- Vice Chair Eric Hill, Lauderdale County

### Northwest Alabama Council of Local Governments (NACOLG)

- Keith Jones, Executive Director
- Jesse E. Turner, Director of Transportation Planning
- Joseph E. Holt, Transportation Planner

**SHOALS AREA  
METROPOLITAN PLANNING ORGANIZATION**

**RESOLUTION 17-16**

**FY 2018 *draft* Unified Planning Work Program (UPWP) for the Shoals Urban Area**

**WHEREAS**, the Northwest Alabama Council of Local Governments (NACOLG) is the organization designated by the Governor of the State of Alabama as recipient of Shoals Urbanized Area planning funds for the Shoals Area Metropolitan Planning Organization (MPO), and who is responsible, together with the State of Alabama, for implementing the applicable provisions of 23 USC 134 and 135 (amended by the FAST Act, Sections 1201 and 1202, December 2015); 42 USC 2000d-1, 7401; 23 CFR 450 and 500; 40 CFR 51 and 93; and,

**WHEREAS**, the U. S. Department of Transportation requires all urbanized areas, as established by the U. S. Bureau of the Census, doing area-wide urban transportation planning, to submit a Unified Planning Work Program as a condition for meeting the provisions of Title 23 USC 134 and 135; and,

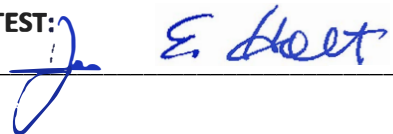
**WHEREAS**, consistent with the declaration of these provisions, the staff of the Northwest Alabama Council of Local Governments (NACOLG), in cooperation with the Bureau of Transportation Planning and Modal Programs of the Alabama Department of Transportation, has created the Unified Planning Work Program (UPWP) for the Shoals Urban Area for Fiscal Year 2018; and,

**WHEREAS**, pursuant to its duties, functions, and responsibilities, the Shoals Area Metropolitan Planning Organization (MPO) Policy Committee, as authorized by amendment of Bylaws dated 18 October 2012, did review and evaluate the aforementioned Unified Planning Work Program (UPWP) for FY 2018, summarized on the attached pages; now,

**THEREFORE, BE IT RESOLVED** by the Shoals Area Metropolitan Planning Organization (MPO) Policy Committee that the same body does hereby endorse and adopt said Unified Planning Work Program.

**ADOPTED THIS 26<sup>th</sup> DAY OF JULY 2017**

**SIGNED:**   
Tim Tubbs, Chairman

**ATTEST:** 

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## **INTRODUCTION**

The Unified Planning Work Program is to provide the Shoals Study Area with a work allocation plan that promotes a transportation planning process that is cooperative, comprehensive, and continuing as required under the Federal-Aid Highway Act of 1962. All significant elements of the area-wide planning process used in developing transportation plans and programs are included. The program also contains transportation planning support activities including those related to land use, social, economic, and demographic factors. Both federally funded tasks and those funded entirely at state and local levels are included. The Unified Planning Work Program is sufficiently comprehensive to provide descriptions of the specific technical activities and funding levels necessary to carry out the transportation-planning program for fiscal year 2018. Development of the work program is the joint responsibility of the Metropolitan Planning Organization (MPO), the Alabama Department of Transportation (ALDOT), and other agencies authorized to carry out transportation planning and implementation activities.

### **UPWP Purpose**

The Unified Planning Work Program (UPWP) is the planning document that guides the MPO staff in fulfilling its planning responsibilities for the upcoming year. The primary objective is the development of an integrated planning program which considers the planning activities of each modal group and coordinates these activities to produce a total transportation plan serving all segments of the population. The UPWP presents the budget and work tasks necessary to accomplish and maintain the transportation planning process within the Shoals Study Area for FY 2018.

### **Scope of the Planning Process**

In developing the UPWP, the MPO must consider the current surface transportation legislation. The Fixing America's Surface Transportation (FAST) Act added two planning factors to the eight retained from the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) as the Scope of the Planning Process. Under the FAST Act, the MPO will consider projects and strategies that are within the scope of the planning process and include:

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

The MPO process considers all factors in accordance with FAST Act regulations as the UPWP is prepared. This UPWP, between the Shoals Area MPO and the Alabama Department of Transportation, considers all of the above listed factors specified by FAST Act. This work program will enable the MPO to meet all deadlines and requirements with the end result being an efficient functional Metropolitan Planning Process.

The UPWP tasks are all linked in some fashion, and when taken as a whole, provide the means for a cooperative, continuing, and comprehensive planning process that considers the factors specified by SAFETEA-LU. The development of the UPWP is the joint responsibility of ALDOT, Bureau of Transportation Planning and Modal Programs, and the staff of the Metropolitan Planning Organization (MPO).

## **Livability Principles and Indicators**

Increasingly, federal and state agencies are using Performance Measures as a way of ensuring greater accountability for the expenditure of public funds in an ever growing number of programs and activities across a variety of disciplines. Within the transportation sector and the planning processes associated with transportation infrastructure development, ALDOT has adopted the Livability Principles and Indicators as a sustainability measurement against future actions.

All planning tasks must be measured against these Livability Principles:

- 1) Provide more transportation choices
- 2) Promote equitable, affordable housing
- 3) Enhance economic competitiveness
- 4) Support existing communities
- 5) Coordinate policies and leverage investment
- 6) Value Communities and neighborhoods

As a measure of sustainability of these principles, the MPO will provide the following Livability Indicators:

- Percentage of workforce using transit service
- Transit trips per capita
- Vehicle miles traveled per household
- Percentage of household income spent on housing and transportation
- Transportation costs per household
- Percent of housing units located within 0.5 miles of primary employment centers
- Percentage of LRTP funding that will be used to improve existing facilities
- Percent of transportation projects where more than one federal funding source is utilized
- Percentage of housing units within a 0.25 mile of retail services and parks
- Automobile greenhouse gas emissions per household

A description of the principles and the indicators can be found in Appendix D.

## **Planning Emphasis Areas (PEAs)**

On April 23, 2014, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) issued Planning Emphasis Areas (PEAs) for MPOs and state Departments of Transportation. MPOs are expected to include work items in the UPWPs that address the PEAs. The PEAs and the corresponding UPWP tasks are listed below.

- **FAST Act Implementation** (Transition to Performance Based Planning and Programming) - FAST Act includes a mandate for performance based planning and programming within the transportation planning process. Currently, the UPWP includes the Livability Principles and Indicators performance measures, which were developed by FHWA prior to FAST Act being signed into law, as the first in a new series of legislated performance measures. The Shoals MPO will fully implement the FAST Act performance management approach as performance based planning and programming measures are developed and published. In addition, safety performance measures are mandated in Fast Act. The Shoals MPO will fully implement the FAST Act safety performance measures as they are developed and published.
  - Work items included in Tasks 1.1, 5.1, 5.2, 5.3, and 5.7
- **Models of Regional Planning Cooperation** (Promote cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning) - The Shoals Area MPO works closely in cooperation and coordination with ALDOT and the other MPOs within Alabama as well as local, state, and national economic and community development agencies (Northwest Alabama Council of Local Governments (NACOLG), Shoals Economic Development Agency (SEDA), Alabama Department of Economic and Community Affairs (ADECA), Appalachia Regional Commission (ARC), etc.), and other stakeholders on issues of mutual interest to the region.
  - Work items included in Tasks 1.1, 5.1, 5.2, 5.3, and 5.5

- Ladders of Opportunity (Access to essential services - as part of the transportation planning process, identify transportation connectivity gaps in access to essential services) – The Shoals Area MPO Planning Area is serviced by the NACOLG Transit system which offers a demand response public transit system. The Shoals MPO works closely with the NACOLG Transit system to identify the gaps in access to essential services.
  - Work items included in Tasks 1.1, 2.1, 3.2, and 5.3

Each of the listed tasks includes work related to the PEAs. Even though the work was already being performed by the MPO staff, it was not always listed in previous UPWPs.

## **Title VI**

The Shoals Area Metropolitan Planning Organization (MPO) is committed to ensuring public participation in the development of all transportation plans and programs. It is the overall goal of the MPO that the transportation planning process be open, accessible, transparent, inclusive, and responsive. The MPO is and will be compliant with and follow all Title VI laws, processes, and programs to include the following:

- Civil Rights Act of 1964, 42 USC 2000d, et seq. which prohibits exclusion from participation in any federal program on the basis of race, color, or national origin.
- 23 USC 324 which prohibits discrimination on the basis of sexual orientation, adding to the landmark significance of 2000d. This requirement is found in 23 CFR 450.334(1).
- Rehabilitation Act of 1973, 29 USC 701 Section 504, which prohibits discrimination on the basis of a disability, and in terms of access to the transportation planning process.
- Americans with Disabilities Act of 1990 which prohibits discrimination based solely on disability. ADA encourages the participation of people with disabilities in the development of transportation and paratransit plans and services. In accordance with ADA guidelines, all meetings conducted by the MPO will take place in locations which are accessible by persons with mobility limitations or other impairments.
- Executive Order 12898 or referred to as *Environmental Justice*, which requires that federal programs, policies and activities affecting human health or the environment will identify and avoid disproportionately high and adverse effects on minority or low-income populations. The intent was to ensure that no racial, ethnic, or socioeconomic group bears a disproportionate share of negative environmental consequences resulting from government programs and policies.
- Limited English Proficiency (LEP) Plan which is required by Title VI of the Civil Rights Act of 1964, Executive Order 13166, and FTA Circular C 4702.1B, October 2012. The Shoals Area MPO has completed a Four Factor Analysis of the Shoals Area Metropolitan Planning Area (MPA) to determine requirements for compliance with the Limited English Proficiency (LEP) provisions. Based on the analysis, the MPO has identified a population within the MPA that may require MPO assistance in participating in the planning process. A Limited English Proficiency (LEP) Plan has been developed and can be accessed within the Public Participation Plan at [http://nacolg.org/images/docroom/Shoals\\_PPP.pdf](http://nacolg.org/images/docroom/Shoals_PPP.pdf).

## **MPO History**

Congressional approval of the Federal-Aid Highway Act on October 23, 1962, was the beginning of the transportation planning process. This legislation requires that in urbanized areas (defined as areas with a population of 50,000 or more) programs for Federal-Aid Highway projects approved after July 1, 1965, must be based on a continuing, comprehensive transportation planning process carried on cooperatively by states and local communities.

The MPO for the Shoals Area Transportation Study signed its original joint agreement concerning the transportation planning process with the Alabama Highway Department (AHD) in 1974, (now the Alabama Department of Transportation, ALDOT), in accordance with the Federal Aid Highway Act of 1962. The 1962 Act specified that urbanized areas must develop a "3C transportation planning process:" a process that is comprehensive, cooperative, and continuing, for federal-aid projects.



The Shoals Area MPO, hosted by the Northwest Alabama Council of Local Governments (NACOLG), signed a new agreement with ALDOT, in July 2012, stipulating the various duties and responsibilities of the parties involved. The Shoals Area MPO consists of the municipalities of Florence, Muscle Shoals, Sheffield, Tuscumbia, Killen, St. Florian, Leighton, and portions of the counties of Colbert and Lauderdale. The Executive Director of NACOLG also serves as the MPO Executive Director.

The Shoals Study Area covers approximately 239 square miles. The 2010 census figures indicated that the population figure for the MPO Urban Area was approximately 77,074 people and the Study Area population figure was 89,613 people.

### **UPWP Format**

The UPWP is divided into four major tasks, each with multiple subtasks. The tasks and subtasks outline the transportation planning work that will be performed by the MPO staff at the Northwest Alabama Council of Local Governments (NACOLG) and the Alabama Department of Transportation (ALDOT). The description of each task includes a purpose, an objective, goals, previous work, proposed work, products, staffing, schedule, and financial responsibility. Appendix A is a map of the MPO Planning Area, Appendix B describes the MPO organization, Appendix C includes a transportation planning acronym and terms list, Appendix D lists the Livability Principles and Indicators, and Appendix E shows the financial constraint tables.

## Task 1.0 Administration

### 1.1 Metropolitan Planning Organization Administration

**Purpose/Objective** – The purpose of this task is to manage the transportation planning process. The goal is to have an effective and efficient transportation planning process. The objectives of this task are:

- To complete the administrative requirements of the MPO
- To complete the financial management requirements of the MPO
- To prepare and update required documentation as needed to meet State and Federal requirements
- To conduct Metropolitan Planning Organization Policy Committee and Technical Coordinating Committee meetings
- To provide the general public, businesses, organizations, and the MPO committees with transportation planning related information and technical assistance

#### **Previous Work**

- NACOLG Board Meetings - The MPO staff attended both the regular and the annual NACOLG Board Meetings.
- NACOLG Staff Meetings - The MPO staff attended weekly NACOLG Staff Meetings.
- Employee Evaluations - The Transportation Planning Director prepared annual employee evaluations.
- Semi-Annual Reports - The MPO staff prepared semi-annual progress reports for ALDOT in October 2016 and in April 2017.
- Invoicing - The MPO staff prepared and submitted monthly invoices to ALDOT.
- Monthly Financial Review - The MPO staff reviewed the NACOLG monthly financial statement.
- Annual Audit Assistance and Review - The MPO staff provided information to NACOLG auditors and reviewed the draft and final audit report.
- Policy Committee and TCC Administration - The MPO staff held the MPO Policy Committee and Technical Coordinating Committee meetings. The MPO staff prepared the agendas, notices, and minutes for these meetings. The MPO staff prepared Policy Committee resolutions. The MPO staff prepared TCC recommendations lists.
- Transportation Related Meeting Attendance/Participation - The MPO staff attended transportation related meetings.
- Information and Technical Assistance - The MPO staff provided transportation planning information and technical assistance to numerous individuals, businesses, organizations, and MPO committee members.

#### **Proposed Work**

- NACOLG Board Meetings - The MPO staff will attend both the regular and the annual NACOLG Board Meetings.
- NACOLG Staff Meetings - The MPO staff will attend weekly NACOLG Staff Meetings.
- Employee Evaluations - The Transportation Planning Director will prepare annual employee evaluations.
- Semi-Annual Reports - The MPO staff will prepare semi-annual progress reports for ALDOT in October 2017 and in April 2018.
- Invoicing - The MPO staff will prepare and submit monthly invoices to ALDOT.
- Monthly Financial Review - The MPO staff will review the NACOLG monthly financial statement.
- Annual Audit Assistance and Review - The MPO staff will provide information to NACOLG auditors and review the draft and final audit report.
- Policy Committee and TCC Administration - The MPO staff will hold the MPO Policy Committee and Technical Coordinating Committee meetings. The MPO staff will prepare the agendas, notices, and minutes for these meetings. The MPO staff will

prepare Policy Committee resolutions. The MPO staff will prepare TCC recommendations lists.

- Transportation Related Meeting Attendance/Participation - The MPO staff will attend meetings with interested groups. The MPO staff will make transportation planning presentations by request.
- Information and Technical Assistance - The MPO staff will provide transportation planning information and technical assistance to individuals, businesses, organizations, and MPO committee members.
- Performance Management - The MPO staff will adjust the transportation planning process and products to reflect goals, performance measures, and targets adopted by the Alabama Department of Transportation and the MPO, including those related to access to essential services.
- Cooperation and Coordination with Regional Partners- The MPO staff will continue to work with the State DOT and MPOs on cross-planning area issues.

**Products**

- Employee Evaluations
- Semi-Annual Reports
- Monthly Invoices
- Annual Audit
- Policy Committee Agendas, Notices, Resolutions, and Minutes
- TCC Agendas, Notices, Recommendation Lists, Project Status Reports, Minutes
- Technical Assistance

**Staffing**

NACOLG (MPO Staff)

**Schedule/Timeline**

Ongoing activities throughout the fiscal year

**Financial Responsibility**

PL Funds (FHWA/FTA)	\$ 80,000
<u>Local Matching Funds (NACOLG)</u>	<u>\$ 20,000</u>
TOTAL	\$100,000

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category

## 1.2 Unified Planning Work Program (UPWP)

### Purpose/Objective

The purpose of this task is to prepare the Fiscal Year 2019 Unified Planning Work Program (UPWP) and, if necessary, amend the Fiscal Year 2018 UPWP. The goal is to have a reasonable guide and budget for the transportation planning program for the upcoming year and the current year. The objectives are:

- To effectively consult with the appropriate agencies regarding transportation planning efforts
- To determine reasonable financial requirements and limitations for the transportation planning process
- To provide adequate opportunities for public involvement in the development of the UPWP
- To keep the current transportation planning process budget in balance

### Previous Work

- Consultation - The MPO staff consulted with the Alabama Department of Transportation (ALDOT) and the local governments regarding transportation planning efforts.
- Budget - The MPO staff prepared a budget for the Fiscal Year 2018 UPWP based on input from ALDOT.
- Public Participation - The MPO staff posted the draft UPWP on the NACOLG website and distributed paper and digital copies of the draft UPWP upon request. The MPO staff held public involvement meetings.
- Fiscal Year 2017 UPWP - The MPO staff prepared the Fiscal Year 2017 UPWP.
- Fiscal Year 2017 UPWP Budget - The MPO staff monitored the Fiscal Year 2017 UPWP budget.

### Proposed Work

- Consultation - The MPO staff will consult with the Alabama Department of Transportation (ALDOT) and the local governments regarding transportation planning efforts.
- Budget - The MPO staff will prepare a budget for the Fiscal Year 2019 UPWP
- Public Participation - The MPO staff will post the draft UPWP on the NACOLG website and will distribute paper and digital copies of the draft UPWP upon request. The MPO Staff will host public involvement meetings.
- Fiscal Year 2019 UPWP - The MPO staff will prepare the Fiscal Year 2019 UPWP.
- Fiscal Year 2018 UPWP Budget - The MPO staff will monitor the Fiscal Year 2018 UPWP budget and amend if necessary.

### Products

- Fiscal Year 2019 UPWP
- Amended Fiscal Year 2018 UPWP Budget - As needed.

### Staffing

NACOLG (MPO Staff)

### Schedule/Timeline

The preparation of the Fiscal Year 2019 UPWP should begin in January 2018 and end in late May 2018. A draft document should be complete by June 2018 and the final document should be complete by August 2018.

**Financial Responsibility**

PL Funds (FHWA/FTA)	\$ 2,000
<u>Local Matching Funds (NACOLG)</u>	<u>\$ 500</u>
TOTAL	\$ 2,500

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category

### 1.3 COOP Plan

#### Purpose/Objective

The purpose of this task is to maintain and update the Shoals MPO Continuity of Operations Plan (COOP). The goal is to have a COOP that will allow the staff to recover from a disaster (natural or man-made) and resume the transportation planning process as soon as possible. The objectives of the task are:

- To have a reasonable guide to recover from a disaster
- To have a staff that understands safety and recovery requirements and procedures

#### Previous Work

Staff Review - The MPO staff reviewed the responsibilities and procedures in the COOP.

#### Proposed Work

- COOP Update - The MPO staff will update the COOP when and if deemed necessary.
- Staff Review - The MPO staff will review the responsibilities and procedures in the COOP.

#### Products

- Updated COOP – if necessary

#### Staffing

NACOLG (MPO Staff)

#### Schedule/Timeline

Activities related to this task completion by Spring 2018

#### Financial Responsibility

PL Funds (FHWA/FTA)	\$ 800
Local Matching Funds (NACOLG)	\$ 200
<b>TOTAL</b>	<b>\$ 1,000</b>

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category

## 1.4 Education and Training

### Purpose/Objective

The purpose of this task is to develop and maintain the technical proficiency of the MPO staff. The goal of the task is to have a knowledgeable MPO staff that can provide proper guidance to the planning process. The objectives are:

- To provide the MPO staff time to learn new techniques, learn new software, and maintain understanding of the laws and regulations governing the MPO
- To provide the tools necessary for the MPO staff to develop their technical proficiency
- To provide the opportunity and means to travel to useful workshops and conferences
- To reimburse the MPO staff for travel expenses

### Previous Work

- Read/Studied Appropriate Publications - The MPO staff read transportation planning related publications on a monthly basis. The MPO staff reviewed/studied federal regulations and circulars as needed.
- Studied Geographic Information System (GIS) Software Program - The MPO staff studied ArcGIS as needed.
- Studied Traffic Modeling Packages - The MPO staff studied the Cube Voyager program. The MPO staff practiced developing a traffic model.
- Completed Travel Vouchers - The MPO staff completed vouchers for travel reimbursement.
- Attended Workshops and Conferences - The MPO staff attended workshops or conferences, including the Alabama Association of Regional Councils Annual Conference, the Annual ALDOT Conference, and the Alabama Transportation Planners Association Annual Conference.

### Proposed Work

- Read/Study Appropriate Publications - The MPO staff will read transportation planning related publications on a monthly basis. The MPO staff will review/study federal regulations and circulars as needed.
- Study GIS Software Programs - The MPO staff will study GIS programs as needed.
- Study Traffic Modeling Packages - The MPO staff will study the Cube Voyager program.
- Attend Workshops and Conferences - The MPO staff will attend workshops and conferences as needed.
- Travel Vouchers - The MPO staff will complete travel vouchers, as needed, for travel reimbursement.

### Products

- Travel Vouchers - As Needed
- Workshops and Conferences - Annual Alabama Association of Regional Commission's Training; Other Workshops/Conferences as Needed and Appropriate

### Staffing

NACOLG (MPO Staff)

### Schedule/Timeline

Ongoing activities throughout the fiscal year

### Financial Responsibility

PL Funds (FHWA/FTA)	\$ 12,500
Local Matching Funds (NACOLG)	\$ 3,125
TOTAL	\$ 15,625

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category

## 1.5 Capital and Operating Purchases

### Purpose/Objective

The purpose of this task is to purchase, repair, and upgrade equipment, supplies, computer hardware, software, and furnishings necessary to manage the transportation planning process. The goal is for the staff and committees to have everything needed to conduct the process in an efficient manner. The objectives are:

- To determine appropriate needs and make appropriate purchases
- To obtain the best price on purchases, repairs, and upgrades
- To manage/maintain current equipment, supplies, computer hardware, software, and furnishings in order to minimize expenditures

### Previous Work

- Purchased, Repaired, or Replaced Equipment and Supplies - The MPO staff purchased supplies that could not be charged to the NACOLG indirect fund. These purchases were handled as needed.
- Maintained Software Licenses - The MPO staff renewed annual software licenses for one ArcEditor seat and one ArcView seat. Staff purchased an Adobe license.

### Proposed Work

- Purchase Computer - There are plans to purchase a computer in fiscal year 2018.
- Purchase, Repair, or Replace Equipment and Supplies - The MPO staff will purchase supplies that cannot be charged to the NACOLG indirect fund. These purchases will be handled as needed.
- Maintain Software Licenses - The MPO staff will renew annual software licenses for one ArcGIS for Desktop Standard seat, one ArcGIS for Desktop Basic seat and an Adobe license. Other software will be bought or renewed on an as needed basis.

### Equipment

- New Computer
- New, Repaired, or Replaced Equipment and Supplies - As needed
- Software Maintenance Agreements – As needed

### Staffing

NACOLG (MPO Staff)

### Schedule/Timeline

Ongoing activities throughout the fiscal year

### Financial Responsibility

PL Funds (FHWA/FTA)	\$ 10,000
<u>Local Matching Funds (NACOLG)</u>	<u>\$ 2,500</u>
TOTAL	\$ 12,500

\*All capital expenditures greater than \$5,000.00 requires ALDOT and FHWA approval prior to expenditure. Any single invoice greater than \$1,500.00 requires ALDOT approval prior to expenditure.

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category



## Task 2.0 GIS, Data Collection, and Data Analysis

### 2.1 Socioeconomic and Environmental Data and Analysis

#### Purpose/Objective

The purpose of this task is to collect and maintain socioeconomic and environmental data that is used for the MPO's transportation demand model and other transportation planning activities. The goal of the task is to have accurate and up-to-date data necessary to revise the long-range transportation plan and conduct the transportation planning process. The objectives of the task are:

- To have accurate and current socioeconomic and environmental data
- To maintain data in digital formats including GIS files
- To ensure that the MPO committee and staff have the necessary data to make informed decisions

#### Previous Work

- Census Data - The MPO staff collected, summarized, and distributed census data.
- Business/Employment - Business and Employment information was gathered and filed by the MPO staff.
- School Enrollment - School enrollment numbers were collected and summarized into Traffic Analysis Zones (TAZs) by the MPO staff.
- Traffic Counts - Traffic counts, provided by ALDOT, were input into digital files, including GIS files, by the MPO staff.
- Collected Data - The MPO staff collected social data and environmental data.
- Maintained Files/Databases - The MPO staff updated digital files, including GIS files, with current data.
- Produced Maps - The MPO staff produced maps of the various social and environmental files.

#### Proposed Work

- Census Data - Census data will be collected, summarized, and distributed by the MPO staff.
- Business/Employment - Business and Employment information will be gathered and filed by the MPO staff. This will include purchasing new data.
- School Enrollment - School enrollment numbers will be collected and summarized into TAZs by the MPO staff.
- Traffic Counts - Traffic counts, provided by ALDOT, will be input into digital files, including GIS files, by the MPO staff. A traffic count brochure will be prepared by the MPO staff.
- Collect Data - The MPO staff will collect social and environmental data.
- Maintain Files/Databases - The MPO staff will update digital files, including GIS files, with current data.
- Produce Maps - The MPO staff will produce maps of the various social and environmental files.
- Livability Indicators - The MPO will collect, prepare, and present *Livability Indicator* data as required on page 3. The collected data will be presented in the following planning documents: Long Range or Regional Plan, Transportation Improvement Program, and the Public Participation Plan. The data to be provided includes:
  - Percentage of workforce using transit service
  - Transit trips per capita
  - Vehicle miles traveled per household
  - Percentage of household income spent on housing and transportation
  - Transportation costs per household

- Percent of housing units located within 0.5 miles of primary employment centers
- Percentage of LRTP funding that will be used to improve existing facilities
- Percent of transportation projects where more than one federal funding source is utilized
- Percentage of housing units within a 0.25 mile of retail services, and parks
- Automobile greenhouse gas emissions per household
- Essential Services - The MPO staff will continue to gather data related to essential services including housing, employment, health care, schools, and recreation

**Products**

- Census Data Files - Updated As Data Becomes Available
- Business and Employment Files - Updated As Data Becomes Available
- School Enrollment Files - Updated As Data Becomes Available
- Traffic Count Files - Updated As Data Becomes Available
- Social and Environmental Data Files - As Data Becomes Available
- Social and Environmental Data Maps - As Needed

**Staffing**

NACOLG (MPO Staff)

**Schedule/Timeline**

Ongoing activities throughout the fiscal year

**Financial Responsibility**

PL Funds (FHWA/FTA)	\$ 59,132.00
<u>Local Matching Funds (NACOLG)</u>	<u>\$ 14,783.00</u>
TOTAL	\$ 73,915.00

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category

## 2.2 Transportation Model Development and Maintenance

### Purpose/Objective

The purpose of this task is to develop and maintain traffic models for the transportation planning process. The goal of the task is to develop reasonable traffic models. The objectives are:

- To develop accurate input files for the model
- To develop reasonable models
- To accurately calibrate and verify the models
- To produce easily understood reports, maps, and displays of the model outputs

### Previous Work

- 2040 Long-Range Transportation Plan Network - The MPO staff developed the 2040 plan network.
- 2040 Long-Range Transportation Plan Travel Demand Model - The MPO staff produced the 2040 plan model.
- 2040 Long-Range Transportation Plan Travel Demand Model - The MPO staff checked the 2040 plan model.
- Maps of the 2040 Long-Range Transportation Plan Travel Demand Model - The MPO produced maps of the 2040 model outputs.

### Proposed Work

- 2015 Base Year Network - The MPO staff will continue development of the 2015 base year network.
- 2045 Future Year Network - The MPO staff will continue development of the 2045 future year network.
- Models for MPO Member Governments - The MPO staff will develop models based on request from the local governments represented on the MPO and ALDOT.

### Products

- 2015 Base Year Network
- Models for MPO Member Governments - As Requested

### Staffing

NACOLG (MPO Staff)

### Schedule/Timeline

Ongoing activities throughout the fiscal year

### Financial Responsibility

PL Funds (FHWA/FTA)	\$ 8,500
Local Matching Funds (NACOLG)	\$ 2,125
TOTAL	\$ 10,625

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category

## Task 3.0 Public Involvement

### 3.1 Public Participation Process

#### Purpose/Objective

The purpose of this task is to develop and manage the public involvement process. The goal of this task is to have a process that provides for an open transportation planning process that considers the needs of all segments of the local population. The objectives of this task are:

- To have a proactive public involvement process
- To provide timely and adequate public notice of MPO activities
- To provide full public access to key decisions in the MPO planning process
- To provide early and continuous public involvement in the MPO planning process
- To provide reasonable public access to technical and policy input used to develop plans and programs
- To ensure that low-income individuals, minorities, persons with disabilities, and senior citizens have an opportunity to participate in the transportation planning process

#### Previous Work

- Public Notification - The MPO staff provided news releases regarding MPO meetings and events to media contacts, interested public agencies, and groups that deal with low-income people, minorities, persons with disabilities, and senior citizens. The news releases were provided by postal mail and e-mail. In addition, the news releases were also posted on the NACOLG website and on the NACOLG Meeting Bulletin Board.
- Public Meetings - The MPO staff held public meetings and public reviews for MPO Planning Documents.
- Mailing Lists Maintenance - The MPO staff maintained mailing lists of media contacts, interested public agencies, and groups that deal with low-income people, minorities, persons with disabilities, and senior citizens. The MPO staff maintained two lists: a postal mail list and an e-mail list.
- Document Distribution - The MPO staff distributed MPO documents to committee members, government agencies, and the general public. The MPO staff also posted the MPO documents on the NACOLG website.
- Public Participation Plan - The MPO prepared and adopted a Public Participation Plan that ensures full and open access to the transportation planning process is provided to all citizens to maintain consistency with federal and state requirements and to improve and streamline the public involvement process. The Plan was adopted January 15, 2014.

#### Proposed Work

- Public Notification - The MPO staff will provide news releases regarding MPO meetings and events to media contacts, interested public agencies, and groups that deal with low-income people, minorities, persons with disabilities, and senior citizens. The news releases will be provided by postal mail and e-mail. In addition, the news releases will also be posted on the NACOLG website and on the NACOLG Meeting Bulletin Board. The news releases will be distributed at least two weeks prior to meeting dates. Legal ads for the Transportation Improvement Program (TIP) will be published in the *Times Daily*.
- Public Meeting - The MPO staff will hold a public meeting and a public review for MPO's Transportation Improvement Program (TIP) Revision (Summer 2018).
- Public Presentations - The MPO staff will speak at public and civic groups during fiscal year 2018 upon request.
- Mailing Lists Maintenance - The MPO staff will maintain mailing lists of media contacts, interested public agencies, and groups that deal with low-income people, minorities, persons with disabilities, and senior citizens. The MPO staff will maintain two lists: a postal mail list and an e-mail list.

- Document Distribution - The MPO staff will distribute MPO documents to committee members, government agencies, and the general public. The MPO staff will also post the MPO documents on the NACOLG website.
- PIP Maintenance - The MPO staff will amend the PIP based on MPO amendments as needed.
- MPO Response - The MPO staff will provide written responses to inquiries into the transportation planning process or an MPO document in fiscal year 2018 as needed.
- Livability Indicators - The MPO will prepare and present the Livability Indicator data as required on page 3.
- Language Assistance Plan - The MPO will maintain compliance with applicable provisions of the Limited English Language (LEP) provisions of FTA Circular 4702.1B, including maintenance of the Language Assistance Plan.

**Products**

- News Releases (MPO Committee Meetings, MPO Training, and TIP Public Meeting)
- Public Presentations - As Requested
- Mailing Lists - Updated as Needed
- Public Involvement Plan Amendments - As Needed
- MPO Written Responses - As Required

**Staffing**

NACOLG (MPO Staff)

**Schedule/Timeline**

Ongoing activities throughout the fiscal year

**Financial Responsibility**

PL Funds (FHWA/FTA)	\$ 2,500
<u>Local Matching Funds (NACOLG)</u>	<u>\$ 625</u>
TOTAL	\$ 3,125

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category

### 3.2 Title VI Planning and Environmental Justice

#### Purpose/Objective

The purpose of this task is to ensure that the plans, programs, and processes developed by the MPO consider the needs of the traditionally underserved populations (low-income, minority, disabled, and elderly). The goal of this task is to ensure that federally funded transportation projects in the Shoals Area do not disproportionately affect the traditionally underserved populations. The objectives of the task are:

- To accurately map the traditionally underserved populations
- To involve the traditionally underserved populations in the planning process
- To make the MPO committees aware of the needs of the traditionally underserved populations

#### Previous Work

- Map Underserved Populations - The MPO staff mapped low-income, minority, disabled, and elderly populations for the long-range plan development.
- Public Notification - The MPO staff provided news releases regarding MPO meetings and events to groups that work with low-income people, minorities, persons with disabilities, and elderly citizens.
- Technical Assistance - The MPO staff provided technical assistance to groups that work with low-income people, minorities, persons with disabilities, and elderly citizens. The assistance ranged from grant writing to mapping.
- Title VI Compliance - The MPO staff managed the MPO's Title VI program including the requirements of the Limited English Proficiency (LEP) Plan.
- ADA Transition Plan - The MPO staff assisted member governments with issues regarding Transition Plans.

#### Proposed Work

- Public Notification - The MPO staff will provide news releases regarding MPO meetings and events to groups that work with low-income people, minorities, persons with disabilities, and elderly citizens
- Technical Assistance - The MPO staff will provide technical assistance to groups that work with low-income people, minorities, persons with disabilities, and elderly citizens as requested.
- Title VI Compliance - The MPO staff will manage the MPO's Title VI program including the requirements of the Limited English Proficiency (LEP) Plan.
- ADA Transition Plan - The MPO staff will assist member governments with issues regarding Transition Plans as needed.

#### Products

- News Releases (MPO Committee Meetings, MPO Training, and TIP Public Meeting)
- Technical Assistance - As Requested

#### Staffing

NACOLG (MPO Staff)

#### Schedule/Timeline

Ongoing activities throughout the fiscal year

#### Financial Responsibility

PL Funds (FHWA/FTA)	\$ 2,500
Local Matching Funds (NACOLG)	\$ 625
<b>TOTAL</b>	<b>\$ 3,125</b>

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category

### 3.3 Disadvantaged Business Enterprise (DBE)

#### Purpose/Objective

The purpose of this task is to fulfill all Disadvantaged Business Enterprise (DBE) requirements placed on the MPO. The goal is to involve DBE firms in the transportation planning process. The objectives are:

- To complete required DBE reports
- To aid in the recruitment and certification of DBE firms
- To consider qualified DBE firms when contracts are awarded

#### Previous Work

- MPO Contracts - The MPO did not receive proposals from any DBE firms for contracts awarded in fiscal year 2017
- DBE Seminar - The MPO held a DBE Seminar with ALDOT in the Shoals Area for interested DBE firms.

#### Proposed Work

- MPO Contracts - If any contracts are awarded in fiscal year 2018, DBE firms will be considered.

#### Products

- DBE Contracts - As Needed

#### Staffing

NACOLG (MPO Staff)

#### Schedule/Timeline

Ongoing activities throughout the fiscal year

#### Financial Responsibility

PL Funds (FHWA/FTA)	\$ 800
<u>Local Matching Funds (NACOLG)</u>	<u>\$ 200</u>
TOTAL	\$ 1,000

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category

## Task 4.0 Environmental Mitigation and Streamlining

### 4.1 Air Quality Planning

#### Purpose/Objective

The purpose of this task is to prepare for the implementation an air quality planning program in the Shoals Planning Area. The goal of this task is to develop an effective air quality program.

The objectives of this task are:

- For the MPO staff and MPO committees to have a working knowledge of air quality planning

#### Previous Work

- The MPO staff monitored the ADEM air quality data and provided the information to the MPO committees.

#### Proposed Work

- Staff Training - The MPO staff will attend or participate in air quality training workshops including those related to Mobile 6.2 or equivalent software.
- Air Quality Monitoring and Reporting - The MPO staff will monitor the ADEM air quality data and provided the information to the MPO.

#### Products

- Reports as directed by the MPO

#### Staffing

NACOLG (MPO Staff)

#### Schedule/Timeline

Ongoing activities throughout the fiscal year

#### Financial Responsibility

PL Funds (FHWA/FTA)	\$ 200
<u>Local Matching Funds (NACOLG)</u>	<u>\$ 50</u>
TOTAL	\$ 250

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category



## 4.2 Climate Change and Greenhouse Gas (GHG) Emissions

### Purpose/Objective

The purpose of this task is to incorporate climate change prevention activities into the planning process. The goal of this task is to minimize negative environmental consequences of transportation. The objectives of this task are:

- To provide accurate and useful environmental mitigation and climate change data to the MPO committees
- To provide an opportunity for environmental mitigation and climate change issues to be discussed at all MPO committee meetings

### Previous Work

None

### Proposed Work

- Staff Training - The MPO staff will attend or participate in climate change and greenhouse gas training workshops.

### Products

None

### Staffing

NACOLG (MPO Staff)

### Schedule/Timeline

Ongoing activities throughout the fiscal year

### Financial Responsibility

PL Funds (FHWA/FTA)	\$ 200
<u>Local Matching Funds (NACOLG)</u>	<u>\$ 50</u>
TOTAL	\$ 250

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category

## Task 5.0      Transportation Systems

### 5.1 Long Range Transportation Plan (LRTP)

#### Purpose/Objective

The purpose of this task is to prepare and maintain a long-range transportation plan. The goal of the task is to develop and maintain a financially balanced long-range transportation plan that addresses the needs of the community. The objectives of the task are:

- To develop reasonable financial projections
- To monitor financial projections and transportation project costs
- To monitor transportation needs
- To develop reasonable strategies to address transportation needs
- To prepare an easily understood plan
- To amend the plan based on current transportation needs

#### Previous Work

- 2040 Long-Range Transportation Plan - The MPO staff prepared the draft and final plan.
- Financial Projections and Transportation Project Costs - The MPO staff monitored the financial projections, transportation project costs, and air quality attainment status and made adjustments to the plan if necessary.
- Transportation Needs - The MPO staff monitored transportation needs and made adjustments to the plan if necessary.

#### Proposed Work

- Financial Projections and Transportation Project Costs - The MPO staff will monitor the financial projections, transportation project costs, and air quality attainment status and make adjustments to the plan if necessary.
- Development of the 2045 Long Range Transportation Plan - The MPO staff will continue development of the 2045 Long Range Transportation Plan.
- Transportation Needs - The MPO staff will monitor transportation needs and make adjustments to the plan if necessary.
- Plan Amendments - The MPO staff will amend the plan if necessary based on the current financial conditions, transportation needs, or air quality status with MPO adopted amendments.
- Air Quality Required Amendment - If the Shoals Area is designated as nonattainment for Ozone or PM, the MPO will amend the plan to include an updated project listing reflecting the new air quality status. The amendment will be added as an appendix to the adopted plan.
- Air Quality Determination Report - If the Shoals Area is designated as nonattainment for Ozone or PM, the MPO staff will prepare an air quality determination report for the amended plan and Transportation Improvement Program (TIP).
- Livability Indicators – The MPO will prepare and present the Livability Indicator data as required on page 3.
- Performance Management - The MPO staff will adjust the transportation planning process and products to reflect goals, performance measures, and targets adopted by the Alabama Department of Transportation and the MPO.
- Cooperation and Coordination with Regional Partners- As needed, the MPO staff will continue to work with the State DOT and MPOs on cross-planning area issues related to the plan.
- Performance Measures - The MPO will work and coordinate with the Alabama Department of Transportation on setting goals, objectives, performance measures, and targets required by the FAST Act, for inclusion into the Long Range Transportation Plan.

**Products**

- An Up-To-Date Long-Range Transportation Plan - A long-range transportation plan that reflects the current financial conditions, transportation needs, and air quality status. The plan will be amended as necessary.
- Air Quality Required Amendment - If needed, unknown date
- Air Quality Determination Report - If needed, unknown date

**Staffing**

NACOLG (MPO Staff)

**Schedule/Timeline**

Ongoing activities throughout the fiscal year

**Financial Responsibility**

PL Funds (FHWA/FTA)	\$ 2,000
<u>Local Matching Funds (NACOLG)</u>	<u>\$ 500</u>
TOTAL	\$ 2,500

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category

### 5.1.1 Amend LRTP Project Listings for Air Quality Conformity

**Purpose/Objective**

The purpose of this task is to amend the project listings within the long-range transportation plan to conform to Air Quality Standards if the Shoals Area MPO is found to be in non-attainment.

**Previous Work**

- None Required

**Proposed Work**

- Review and modify proposed projects in the 2040 Long Range Transportation Plan LRTP if the area is designated as non-attainment for air quality.

**Products**

- A revised list of proposed projects from the 2040 LRTP

**Staffing**

NACOLG (MPO Staff)

**Schedule/Timeline**

Ongoing activities throughout the fiscal year

**Financial Responsibility**

PL Funds (FHWA/FTA)	\$ 200
<u>Local Matching Funds (NACOLG)</u>	<u>\$ 50</u>
TOTAL	\$ 250

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category

## 5.1.2 Prepare Air Quality Conformity Report

### Purpose/Objective

The purpose of this task is to prepare an Air Quality Conformity Report if the Shoals Area MPO is found in non-attainment.

### Previous Work

- None Required

### Proposed Work

- Prepare and submit the required Air Quality Conformity Report if designated as non-attainment for air quality.

### Products

- An Air Quality Conformity Report that meets the requirements of the Environmental Protection Agency (EPA) and FHWA.

### Staffing

NACOLG (MPO Staff)

### Schedule/Timeline

Ongoing activities throughout the fiscal year

### Financial Responsibility

PL Funds (FHWA/FTA)	\$ 200
<u>Local Matching Funds (NACOLG)</u>	<u>\$ 50</u>
TOTAL	\$ 250

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category

## 5.2 Transportation Improvement Program (TIP)

### Purpose/Objective

The purpose of this task is to develop and revise the Transportation Improvement Program TIP. The goal of this task is to develop a realistic, financially constrained, multi-year program of transportation projects drawn from the long-range transportation plan. The objectives of this task are:

- To develop reasonable financial projections and cost estimates for the TIP
- To monitor the progress of the TIP projects
- To maintain an accurate database of TIP projects
- To coordinate the TIP development with ALDOT
- To give the general public a reasonable opportunity to be involved in the TIP process
- To produce a easily understood TIP

### Previous Work

- TIP Projects Progress - The progress of the TIP projects was monitored on a regular basis by the MPO staff. Changes were made to the Transportation, Economic, and Land Use System (TELUS) database and the MPO budget sheet as needed by the MPO staff.
- TIP MPO Portal Database of Projects - Project descriptions were modified as needed by the MPO staff.
- TIP Amendments - The TIP was amended as needed, based on ALDOT and local government recommendations, by the MPO staff.
- FY 2017 – 2019 TIP – The FY 16-19 TIP was completed.

### Proposed Work

- TIP Projects Progress - The progress of the TIP projects will be monitored on a regular basis by the MPO staff. Changes will be made to the MPO budget sheet as needed.
- TIP Projects PE Progress - The progress the PE phase of projects will be monitored to ensure they do not exceed the 10 year PE rule.
- TIP MPO Portal Database of Projects - Project descriptions will be modified as needed by the MPO staff.
- TIP Amendments - The FY 16-19 TIP will be amended as needed, based on ALDOT and local government recommendations, by the MPO staff.
- Air Quality Required Amendment - If the Shoals Area is designated as non-attainment for Ozone or PM, the TIP will be amended to include an updated project listing reflecting the new air quality status. The amendment will be added as an appendix to the adopted TIP.
- Livability Indicators – The MPO will prepare and present the Livability Indicator data as required on page 3.
- Performance Management - The MPO staff will include ALDOT and MPO adopted goals, performance measures, and targets in the TIP.
- Cooperation and Coordination with Regional Partners - The MPO staff will work with the State DOT and MPOs to ensure cross-planning area TIP issues are handled appropriately.
- Performance Measures - The MPO will work and coordinate with the Alabama Department of Transportation on setting goals, objectives, performance measures, and targets required by the FAST Act, for inclusion into the Transportation Improvement Program.

### Products

- Updated MPO Portal Database - As Needed
- Amended FY 16-19 TIP - As Needed
- Air Quality Required Amendment - If Needed, Unknown Date

**Staffing**

NACOLG (MPO Staff)

**Schedule/Timeline**

Ongoing activities throughout the fiscal year

**Financial Responsibility**

PL Funds (FHWA/FTA)	\$ 2,500
<u>Local Matching Funds (NACOLG)</u>	<u>\$ 625</u>
TOTAL	\$ 3,125

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category

## 5.2.1 Amend TIP Project Listings for Air Quality Conformity

### Purpose/Objective

The purpose of this task is to amend the project listings within the TIP to conform to Air Quality Standards if the Shoals Area MPO is found in non-attainment.

### Previous Work

- None Required

### Proposed Work

- Review and modify proposed projects in the Shoals Area MPO TIP if the area is designated as non-attainment for air quality.

### Products

- A list of proposed transportation improvement projects in the TIP that meet air quality conformity guidelines of the EPA.

### Staffing

NACOLG (MPO Staff)

### Schedule/Timeline

Ongoing activities throughout the fiscal year

### Financial Responsibility

PL Funds (FHWA/FTA)	\$ 200
<u>Local Matching Funds (NACOLG)</u>	<u>\$ 50</u>
TOTAL	\$ 250

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category



### 5.3 Public Transit Planning

#### Purpose/Objective

The purpose of this task is to help the transit providers in the Shoals area plan an effective transit system and to provide technical assistance to the transit providers. The goal of this task is to have a well-planned and effective transit system serving the whole community. The objectives of this task are:

- To submit viable grant applications
- To have efficiently managed transit grants
- To coordinate transit service when feasible
- To improve transit service for the elderly, persons with disabilities, and low-income individuals
- To address transit gaps when feasible
- To provide for private sector transportation companies participation in the transportation planning process

#### Previous Work

- Transit Grant Application - The MPO staff assisted in the preparation of 5307 and 5311 grant applications
- Route Selection - The MPO staff routinely checks current transit ridership records for the feasibility of fixed routes

#### Proposed Work

- Transit Grant Application - The MPO staff will assist in the preparation of 5307 and 5311 grant applications
- Route Selection - The MPO staff will check current transit ridership records for the feasibility of fixed routes
- Assist in Transit Plans and Strategies - The MPO staff will assist transit staff in the development and implementation of transit plans and strategies.
- Performance Management - The MPO will assist the NACOLG transit staff in developing and updating the Transit Asset Management Plan. The MPO will work with the NACOLG transit staff to set and track targets in the Transit Asset Management Plan
- Cooperation and Coordination with Regional Partners - The MPO staff will work with the State DOT and MPOs to ensure transit issues are handled appropriately.
- Cooperation and Coordination with Regional Partners - The MPO staff will work with the NACOLG transit staff to identify transportation system gaps and strategies to address the gaps.

#### Products

- Transit Grant Applications
- Route Selection - As Needed

#### Staffing

NACOLG (MPO Staff)

#### Schedule/Timeline

Ongoing activities throughout the fiscal year

#### Financial Responsibility

PL Funds (FHWA/FTA)	\$ 12,500
<u>Local Matching Funds (NACOLG)</u>	<u>\$ 3,125</u>
TOTAL	\$ 15,625

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category

## 5.4 Bicycle/Pedestrian Transportation Planning

### Purpose/Objective

The purpose of this task is to maintain and encourage bicycle and pedestrian activities. The goal of this task is to improve opportunities for bicycle and pedestrian travel in the Planning Area. The objectives of this task are:

- To provide assistance with bicycle and pedestrian planning to the local governments and public
- To assist local governments in developing bicycle and pedestrian related grant applications

### Previous Work

- Technical Assistance - The MPO staff provided technical assistance to member governments.
- Grant Writing - The MPO staff assisted Transportation Alternative Program (TAP) grants.
- Monitor and Update Files - The MPO staff monitored bicycle and pedestrian transportation conditions in the community and updated paper and digital files, including GIS files, to reflect changes.
- Bicycle and Pedestrian Plan - The MPO and a consultant created a Bicycle and Pedestrian Plan for the Shoals Area that addressed the regional needs that was endorsed August 23, 2011 and updated February 4, 2015. The revised plan was updated in 2017.

### Proposed Work

- Technical Assistance - The MPO staff will provide technical assistance to member governments.
- Grant Writing - The MPO staff will assist in the preparation of Surface Transportation Block Grant (STBG) grants.
- Monitor and Update Files - The MPO staff will monitor bicycle and pedestrian transportation conditions in the community and update paper and digital files, including GIS files, to reflect changes.
- Bicycle and Pedestrian Plan – Staff update the Bicycle and Pedestrian Plan for the Shoals Area as/if needed.

### Products

- Updated Bicycle and Pedestrian Files
- Bicycle and Pedestrian Related Grant Applications - As Requested

### Staffing

NACOLG (MPO Staff)

### Schedule/Timeline

Ongoing activities throughout the fiscal year

### Financial Responsibility

PL Funds (FHWA/FTA)	\$ 5,000
<u>Local Matching Funds (NACOLG)</u>	<u>\$ 1,250</u>
TOTAL	\$ 6,250

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category

## 5.5 Freight Planning

### Purpose/Objective

The purpose of this task is to assist the local governments with freight planning. The objective of this task is to have a regional transportation system where freight issues are actively and continuously coordinated. The objectives of this task are:

- To provide a forum for the local governments and ALDOT to discuss freight issues
- To provide technical assistance to local governments and ALDOT related to freight planning

### Previous Work

- Freight Mobility Workshops - Staff hosted and participated in two freight mobility workshops

### Proposed Work

- Management and Operations Forum - The MPO staff will provide the Policy and Technical Coordinating Committee opportunities to discuss freight planning and related issues at their regular meetings.
- Technical Assistance - The MPO staff will provide technical assistance for freight planning and related issues as requested.
- Cooperation and Coordination with Regional Partners - The MPO staff will work with the State DOT and MPOs to address any freight-issues along regional highway corridors.
- Performance Measures - The MPO will work and coordinate with the Alabama Department of Transportation on setting goals, objectives, performance measures, and targets required by the FAST Act concerning freight movements in the planning area.

### Products

- Freight Planning Discussions
- Technical Assistance Items - As Requested

### Staffing

NACOLG (MPO Staff)

### Schedule/Timeline

Ongoing activities throughout the fiscal year

### Financial Responsibility

PL Funds (FHWA/FTA)	\$ 2,500
<u>Local Matching Funds (NACOLG)</u>	<u>\$ 625</u>
TOTAL	\$ 3,125

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category

## 5.6 Transportation Management and Operations Planning

### Purpose/Objective

The purpose of this task is to assist the local governments with transportation management and operations planning. The objective of this task is to have a regional transportation system where management and operation functions are actively and continuously coordinated. The objectives of this task are:

- To provide a forum to discuss transportation management and operations for the local governments and ALDOT
- To provide technical assistance related to management and operations planning to local governments and ALDOT

### Previous Work

- Management and Operations Forum - The MPO staff provided the Policy and Technical Coordinating Committee opportunities to discuss management and operations planning at regular MPO meetings.

### Proposed Work

- Management and Operations Forum - The MPO staff will provide the Policy and Technical Coordinating Committee opportunities to discuss management and operations planning at regular MPO meetings.
- Technical Assistance - The MPO staff will provide technical assistance for management and operations related issues as requested.
- Corridor/Access Management Planning - The MPO will provide resources to effectively plan for and manage corridor access control in the Shoals Urban Area.
- Performance Measures - The MPO will work and coordinate with the Alabama Department of Transportation on setting goals, objectives, performance measures, and targets required by the FAST Act concerning management and operations in the planning area.

### Products

- Management Operations Discussions
- Technical Assistance Items - As Requested

### Staffing

NACOLG (MPO Staff)

### Schedule/Timeline

Ongoing activities throughout the fiscal year

### Financial Responsibility

PL Funds (FHWA/FTA)	\$ 5,000
<u>Local Matching Funds (NACOLG)</u>	<u>\$ 1,250</u>
TOTAL	\$ 6,250

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category

## 5.7 Transportation Safety Planning

### Purpose/Objective

The purpose of this task is to incorporate transportation safety into the planning process. The goal of this task is to improve transportation safety in the community. The objectives of this task are:

- To provide accurate and useful transportation safety data to the MPO committees
- To provide an opportunity for transportation safety issues to be discussed at all MPO committee meetings

### Previous Work

- Safety Forum - The MPO staff provided the Policy and Technical Coordinating Committee opportunities to discuss safety issues at regular MPO meetings.
- Safety Course – The MPO staff participated in a safety course sponsored by ALDOT.

### Proposed Work

- Safety Forum - The MPO staff provided the Policy and Technical Coordinating Committee opportunities to discuss safety issues at regular MPO meetings.
- Performance Measures - The MPO will work and coordinate with the Alabama Department of Transportation on setting goals, objectives, performance measures, and targets required by the FAST Act concerning transportation safety in the planning area.

### Products

- Safety Discussions

### Staffing

NACOLG (MPO Staff)

### Schedule/Timeline

Ongoing activities throughout the fiscal year

### Financial Responsibility

PL Funds (FHWA/FTA)	\$ 2,000
Local Matching Funds (NACOLG)	\$ 500
<b>TOTAL</b>	<b>\$ 2,500</b>

\*The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category

## 5.8 Gresham/Middle Corridor Study

### Purpose/Objective

The purpose of this task is to conduct a corridor study for the Gresham and Middle Roads Corridor in the municipalities of Florence and St. Florian and in Lauderdale County. The goal is to have a Corridor Study outlining improvements that can be implemented for this corridor to alleviate congestion and enhance traffic circulation. The objectives of the task are:

- To develop a vision for the Gresham/Middle Corridor
- To identify and define the appropriate land uses for the Corridor and how the area may evolve
- To evaluate access issues and develop consistent treatments that improve continuity and safety
- To have an environmental screening of the proposed project area to determine if any known features are present that could impact the recommendations
- To develop short and long term recommendations for the corridor

### Previous Work

- None

### Proposed Work

- Corridor Study - The MPO staff and Consultant will prepare the Gresham/Middle Corridor Study.

### Products

- Corridor Study

### Staffing

NACOLG (MPO Staff)

Consultant (Estimated \$90,000 cost)

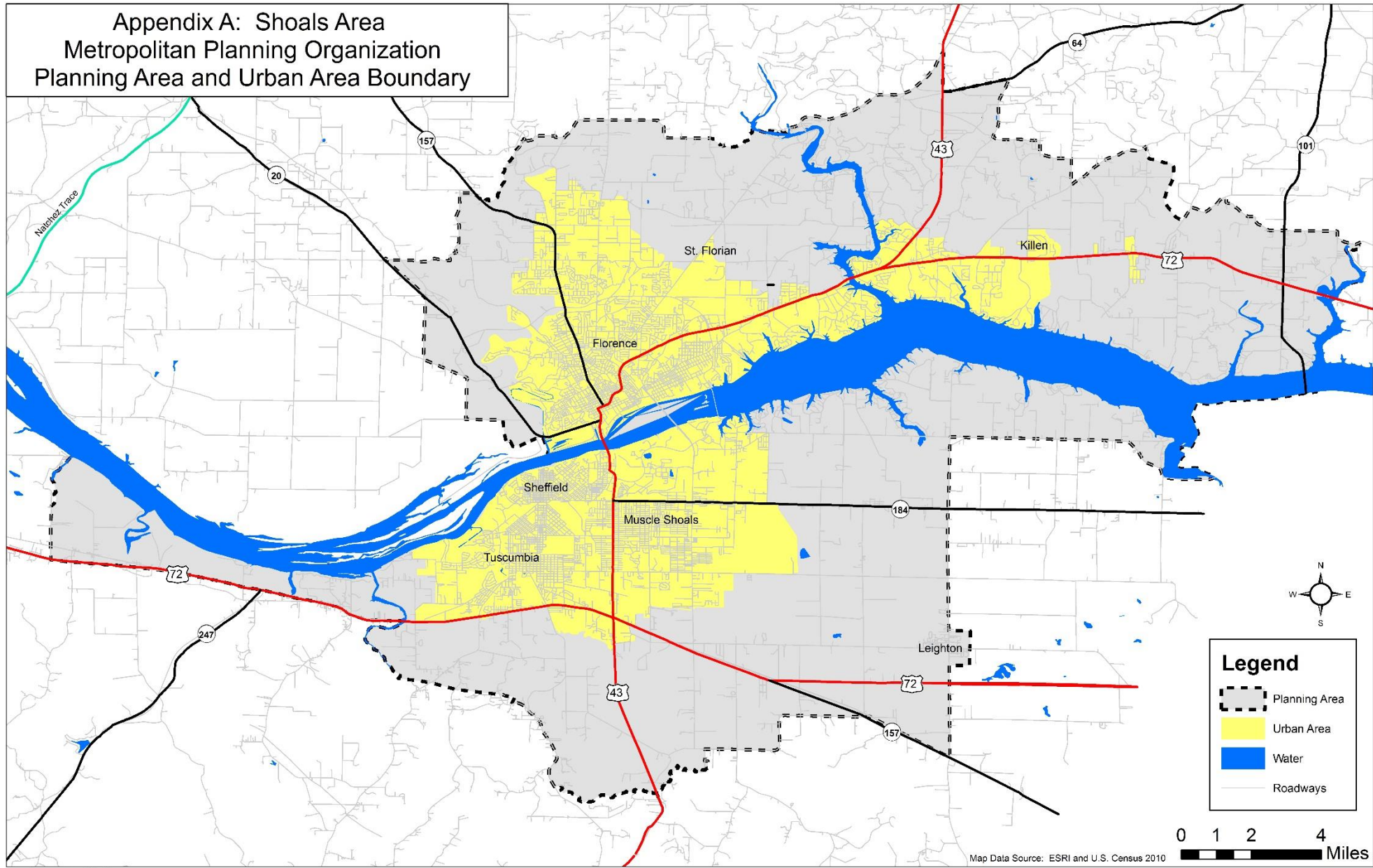
### Schedule/Timeline

Corridor Study: September 2018

### Financial Responsibility

PL Funds (FHWA/FTA)	\$ 80,000
<u>Local Matching Funds (NACOLG)</u>	<u>\$ 20,000</u>
TOTAL	\$ 100,000

Appendix A: Shoals Area  
Metropolitan Planning Organization  
Planning Area and Urban Area Boundary



Map Source: MPO Staff

Map Data Source: ESRI and U.S. Census 2010

## Appendix B

### MPO Organizational Structure

The Shoals Area transportation planning process is conducted by the Metropolitan Planning Organization (MPO). The MPO is composed of two committees. The Policy Committee is the official decision making body of the process. The Policy Committee is served by one advisory committee: the Technical Coordinating Committee (TCC). The Policy Committee has the ultimate decision on transportation planning matters but the advisory committees' work and recommendations shape all of the outputs of the transportation planning process.

#### **Policy Committee**

The Policy Committee serves as the official decision making body for the Shoals Area transportation planning process. In this capacity, the Committee determines how federal transportation funds are spent in the study area. The Committee's responsibilities include providing overall guidance to the planning process, review and approval of all process plans and programs, as well as appointing TCC members. The Policy Committee is composed of fourteen members, nine voting and five non-voting.

#### Policy Committee Voting Members

- Joe Hackworth – Commissioner, Lauderdale County
- Kerry Underwood – Mayor, City of Tusculmbia
- Ian Sanford – Mayor, City of Sheffield
- Steve Holt – Mayor, City of Florence
- David Bradford – Mayor, City of Muscle Shoals
- Tim Tubbs – Mayor, Town of Killen
- Charles Hovater – Commissioner, Colbert County
- Curtis W. Vincent, P.E. – North Region Engineer, Alabama Department of Transportation
- Keith Jones – Executive Director, Northwest Alabama Council of Local Governments

#### Policy Committee Non-Voting Members

- Mr. Mark D. Bartlett – Division Administrator, Federal Highway Administration
- Mr. Randy Stroup – Acting Bureau Chief, Transportation Planning and Modal Programs, Alabama Department of Transportation
- Brad Williams – Chairman, Technical Coordinating Committee
- Don Strait – Mayor, Town of St. Florian
- John Landers – Mayor, Town of Leighton

#### **Technical Coordinating Committee**

The Technical Coordinating Committee (TCC) provides technical support to the MPO Policy Committee. The TCC reviews MPO documents, studies, reports, plans, and programs and provides the MPO with recommendations concerning these items. The TCC members review the planning process products from a technical perspective making certain that all appropriate concerns are addressed, including local planning issues, engineering details, environmental questions, and future growth, among many others. The TCC also has the ability to make alternative recommendations for any of the products.

The TCC coordinates the work of the various departments and agencies involved in the transportation planning process. All of the local governments, the State DOT, and selected other transportation interests are represented on the TCC. The TCC members share information and data that builds and improves the planning processes and products. The TCC ensures that all of the transportation projects are coordinated.



### TCC Voting Members

- Bill Howard, City of Muscle Shoals
- Eric Hill, Lauderdale County
- John L. Hopson, North Region Pre-Construction Engineer, Alabama Department of Transportation
- John Bedford, Colbert County
- David Abernathy, Lauderdale County
- John A. McGee, Town of Killen
- Bryan Hammond, Town of Killen
- Melissa Bailey, City of Florence
- Bill Batson, City of Florence
- Brad Williams, City of Muscle Shoals
- Steve Stanley, City of Sheffield
- Mike Davis, City of Sheffield
- Bill Campbell, City of Tuscumbia
- Larry Black, City of Tuscumbia
- Hal Greer, Director, Florence / Lauderdale County Port Authority

### TCC Non-Voting Members

- Mark Chamblee, Town of Leighton
- James Kasmeier, Town of St. Florian
- Tom Thornton, Town of St. Florian
- Barry Griffith, Director, Northwest Alabama Regional Airport
- Caitlin Holland, Shoals Area Chamber of Commerce
- Susan Gregory, Norfolk Southern
- Eddie Russell, Director, North Alabama Highway Safety Office
- Nathan Willingham, Director of Transportation and Planning, Northwest Alabama Council of Local Governments
- Jesse E. Turner, Transportation Planning Director, Northwest Alabama Council of Local Governments
- Sony R. Baker, Assistant Bureau Chief, Metropolitan Planning and Transit
- Clint Andrews, Federal Highway Administration
- Roxanne Ledesma, Federal Transit Administration

## Appendix C

### Transportation Planning Acronyms and Terms

AAA - Area Agency on Aging

ADA - Americans with Disabilities Act

ADAP - Alabama Disabilities Advocacy Program

ALDOT - Alabama Department of Transportation

ARC - Appalachian Regional Commission

Bicycle / Pedestrian Scale Development - Development that consists of a mix of land uses (residential, commercial, public) in close proximity, where one could comfortably walk or ride a bicycle from their origin (e.g., residence, place of employment) to their destination (e.g., place of employment, store, government facility, park)

BR - Bridge funding program; also BRON

CA - Capital funds (transit)

CN - Construction - the final phase of transportation project, the actual building of the project

COOP - Continuity of Operations Plan

Cube Voyager - transportation computer modeling program used by the Alabama MPOs

DBE - Disadvantaged Business Enterprise

DPI or DPIP - Innovative/Special funding program, applies to projects specifically named in federal legislation

EPA - Environmental Protection Agency

FAST Act - Fixing America's Surface Transportation Act (P.L. 114-94, December 4, 2015) replaced MAP-21

FHWA - Federal Highway Administration

FTA - Federal Transit Administration

Functional Classification System - a system to distinguish roads according to the type of service they are intended to provide

GIS - Geographic Information System - a computer system that ties together cartographic images with databases, it allows the user to create new maps and databases through various means including overlay and query operations

ISTEA - Intermodal Surface Transportation Efficiency Act of 1991; replaced first by TEA-21 then SAFETEA-LU

ITS - Intelligent Transportation System

JARC - Job Access and Reverse Commute - Federal Transit Administration Section 5317 funding program

LAP - Language Assistance Plan

LEP - Limited English Proficiency

Long-Range Transportation Plan (LRTP) - a transportation plan that outlines the projects that will be required to meet the needs of an area over an extended period of time usually 20 years, updated every 4 to 5 years

MAP-21 - Moving Ahead for Progress in the 21<sup>st</sup> Century (P.L. 112-151, July 6, 2012)

MPO - Metropolitan Planning Organization, Shoals Area MPO

NACOLG - Northwest Alabama Council of Local Governments

New Freedom - Federal Transit Administration Section 5317 funding program

NHS - National Highway System, a transportation funding category, only projects on designated NHS routes can use these funds; also NHSP

OP - Operating funds (transit)

PE - Preliminary Engineering - the first phase of most transportation projects, the study and design of the project

PEA - Planning Emphasis Areas

Public Participation Plan/Public Involvement Plan (PPP/PIP) - federally required plan that details public involvement procedures and principles of the MPO

ROW - Right of Way - a phase of transportation projects, the purchase of right of way

RPO - Rural Planning Organization, Northwest Alabama RPO

RW - Right of Way - a phase of transportation projects, the purchase of right of way

SAFETEA-LU - Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users - (Pub. L. 109-59, August 10, 2005)

Section 5303 - Federal Transit Administration funding program for technical studies

Section 5307 - Federal Transit Administration funding program for urban area transit capital and operating expenses

Section 5309 - Federal Transit Administration funding program for capital transit improvements

Section 5310 - Federal Transit Administration funding program for elderly and disabled transit capital assistance

Section 5311 - Federal Transit Administration funding program for rural area transit capital and operating expenses

Section 5316 - Federal Transit Administration funding program for job access and reverse commute transit, aka JARC

Section 5317 - Federal Transit Administration funding program for new Americans with Disabilities Act transit assistance, aka New Freedoms

Section 5339 - Federal Transit Administration funding program for replacement, rehabilitation and purchase buses, vans, and related equipment, and to construct bus-related facilities

ST - State funding

STAA - Surface Transportation Any Area funding category, represents funds that may be used anywhere in the state, ALDOT has the authority to allocate these funds

STBG – Surface Transportation Block Grant program

STIP - State Transportation Improvement Program

STOA - Surface Transportation Other Area funding category, represents funds that are used in Urban Areas with Populations less than 200,000

STP - Surface Transportation Program, a transportation funding category, Urban Areas are allocated an amount of funds annually based on a certain dollar amount per capita

TAP - Transportation Alternatives Program

TAZ - Transportation Analysis Zone - districts used for computer traffic modeling

TCC - Technical Coordinating Committee

TEA-21 - Transportation Equity Act of the 21st Century

TELUS - Transportation, Economic, and Land Use System (TELUS) - web-based software used to manage and integrate the TIP and STIP processes and databases; replaced by MPO Portal

TIP - Transportation Improvement Program - a list of projects slated to begin over a 4-year period, revised/rebalanced every year and updated every four years

TR - Transit project

UMTA - Urban Mass Transit Administration; now FTA

UPWP - Unified Planning Work Program - a set of tasks that the WARC staff is committed to perform over a fiscal year, updated annually

Urban Area Boundary - boundary surrounding a Census Bureau defined urbanized area, established by the MPO with ALDOT and FHWA approval

UT - Utility Construction - a phase of transportation projects, the relocation of utilities

## Appendix D

### Livability Principles and Indicators

#### 1) Provide more transportation choices

Develop safe, reliable, and economical transportation choices to decrease household transportation costs, reduce our nation's dependence on foreign oil, improve air quality, reduce greenhouse gas emissions, and promote public health.

##### Indicators

- Percentage of workforce using transit service: 1%
- Transit trips per capita: 1.40
- Percentage of jobs and housing located within a ½ mile of transit: 100% (demand responsive transit service is available within the entire urban area)
- Vehicle miles traveled per household: 22,404

#### 2) Promote equitable, affordable housing

Expand location- and energy-efficient housing choices for people of all ages, incomes, races, and ethnicities to increase mobility and lower the combined cost of housing and transportation.

##### Indicator

- Percentage of household income spent on housing and transportation: 56%
- Transportation costs per household: \$12,280

#### 3) Enhance economic competitiveness

Improve economic competitiveness through reliable and timely access to employment centers, educational opportunities, services, and other basic needs by workers as well as expanded business access to markets.

##### Indicator

- Percent of housing units located within 0.5 miles of primary employment centers: 52%

#### 4) Support existing communities

Target federal funding toward existing communities – through such strategies as transit-oriented, mixed-use development and land recycling – to increase community revitalization, improve the efficiency of public works investments, and safeguard rural landscapes.

##### Indicators

- Percentage of LRTP funding that will be used to improve existing facilities: 70%
- Percentage of TIP funding that will be used to improve existing facilities: 87%

#### 5) Coordinate policies and leverage investment

Align federal policies and funding to remove barriers to collaboration, leverage funding, and increase the accountability and effectiveness of all levels of government to plan for future growth, including making smart energy choices such as locally generated renewable energy.

##### Indicator

- Percent of transportation projects where more than one federal funding source is utilized: 0%

#### 6) Value communities and neighborhoods

Enhance the unique characteristics of all communities by investing in healthy, safe, and walkable neighborhoods – rural, urban, or suburban.

##### Indicator

- Percentage of housing units within a 0.25 mile of retail services, and parks: 77%
- Automobile greenhouse gas emissions per household: 9.20 tonnes/years

\*Data Sources: U.S. Census Bureau, NACOLG Transit Department, Center for Neighborhood Technology (CNT)

## Appendix E

### Shoals Area Planning Studies

<b>Sponsor</b>	<b>Description</b>	<b>Completion</b>
Alabama Department of Transportation	Statewide Freight Plan <a href="https://cpmsapps.dot.state.al.us/TransportationPlanning/FreightPlanning/Default.aspx">https://cpmsapps.dot.state.al.us/TransportationPlanning/FreightPlanning/Default.aspx</a>	FY 2017
Alabama Department of Transportation	Statewide Bicycle and Pedestrian Plan - <a href="http://conferences.dot.state.al.us/BicyclePedestrianPlan/index.html">http://conferences.dot.state.al.us/BicyclePedestrianPlan/index.html</a>	FY 2017
Alabama Department of Transportation	Statewide Mobility Report	FY 2015
Alabama Department of Transportation	Statewide Plan / Model Update <a href="https://cpmsapps.dot.state.al.us/TransportationPlanning/SWTP/SWTP_Home.aspx">https://cpmsapps.dot.state.al.us/TransportationPlanning/SWTP/SWTP_Home.aspx</a>	FY 2018
Florence, St. Florian, and Lauderdale County	Gresham/Middle Corridor Study	FY 2018

**FY 2018 PROPOSED AGENCY PARTICIPATION**

<b>TASKS</b>	<b>NACOLG (MPO)</b>	<b>ALDOT</b>	<b>CONSULTANTS</b>	<b>TOTALS</b>
1.1 MPO Administration	\$ 100,000.00	\$ -	\$ -	\$ 100,000.00
1.2 Unified Planning Work Program (UPWP)	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00
1.3 COOP Plan	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
1.4 Education and Training	\$ 15,625.00	\$ -	\$ -	\$ 15,625.00
1.5 Capital and Operating Purchases	\$ 12,500.00	\$ -	\$ -	\$ 12,500.00
2.1 Socioeconomic and Environmental Data & Analysis	\$ 73,915.00	\$ -	\$ -	\$ 73,915.00
2.2 Transportation Model Development & Maintenance	\$ 10,625.00	\$ -	\$ -	\$ 10,625.00
3.1 Public Participation Process (PPP)	\$ 3,125.00	\$ -	\$ -	\$ 3,125.00
3.2 Title VI Planning and Environmental Justice	\$ 3,125.00	\$ -	\$ -	\$ 3,125.00
3.3 Disadvantaged Business Enterprise (DBE)	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
4.1 Air Quality Planning	\$ 250.00	\$ -	\$ -	\$ 250.00
4.2 Climate Change & Green House Gas Emissions	\$ 250.00	\$ -	\$ -	\$ 250.00
5.1 Long Range Transportation Plan (LRTP)	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00
5.1.1 Amend LRTP Project Listings for Air Quality Conformity	\$ 250.00	\$ -	\$ -	\$ 250.00
5.1.2 Prepare Air Quality Conformity Report	\$ 250.00	\$ -	\$ -	\$ 250.00
5.2 Transportation Improvement Program (TIP)	\$ 3,125.00	\$ -	\$ -	\$ 3,125.00
5.2.1 Amend TIP Project Listings for Air Quality Conformity	\$ 250.00	\$ -	\$ -	\$ 250.00
5.3 Public Transit Planning	\$ 15,625.00	\$ -	\$ -	\$ 15,625.00
5.4 Bicycle/Pedestrian Planning	\$ 6,250.00	\$ -	\$ -	\$ 6,250.00
5.5 Freight Planning	\$ 3,125.00	\$ -	\$ -	\$ 3,125.00
5.6 Transportation Management & Operations Planning	\$ 6,250.00	\$ -	\$ -	\$ 6,250.00
5.7 Transportation Safety Planning	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00
5.8 Gresham/Middle Corridor Study	\$ 10,000.00	\$ -	\$ 90,000.00	\$ 100,000.00
6 ALDOT Technical Support	\$ -	\$ 86,000.00	\$ -	\$ 86,000.00
<b>TOTALS</b>	<b>\$ 274,040.00</b>	<b>\$ 86,000.00</b>	<b>\$ 90,000.00</b>	<b>\$ 450,040.00</b>

## Unified Planning Work Program FY 2018 Funding Sources

<u>Task</u>	<u>State Planning &amp; Research (SPR)</u>	<u>State or Local Share (SLS)</u>	<u>Planning (PL) - FHWA/FTA</u>	<u>Local Match</u>	<u>Federal</u>	<u>State &amp; Local Match</u>	<u>Total</u>
1.1 MPO Administration	\$ -	\$ -	\$ 80,000.00	\$ 20,000.00	\$ 80,000.00	\$ 20,000.00	\$ 100,000.00
1.2 Unified Planning Work Program (UPWP)	\$ -	\$ -	\$ 2,000.00	\$ 500.00	\$ 2,000.00	\$ 500.00	\$ 2,500.00
1.3 COOP Plan	\$ -	\$ -	\$ 800.00	\$ 200.00	\$ 800.00	\$ 200.00	\$ 1,000.00
1.4 Education and Training	\$ -	\$ -	\$ 12,500.00	\$ 3,125.00	\$ 12,500.00	\$ 3,125.00	\$ 15,625.00
1.5 Capital and Operating Purchases	\$ -	\$ -	\$ 10,000.00	\$ 2,500.00	\$ 10,000.00	\$ 2,500.00	\$ 12,500.00
2.1 Socioeconomic and Environmental Data	\$ -	\$ -	\$ 59,132.00	\$ 14,783.00	\$ 59,132.00	\$ 14,783.00	\$ 73,915.00
2.2 Transportation Model Development & Maint.*	\$ -	\$ -	\$ 8,500.00	\$ 2,125.00	\$ 8,500.00	\$ 2,125.00	\$ 10,625.00
3.1 Public Participation Process (PPP)	\$ -	\$ -	\$ 2,500.00	\$ 625.00	\$ 2,500.00	\$ 625.00	\$ 3,125.00
3.2 Title VI Planning & Environmental Justice	\$ -	\$ -	\$ 2,500.00	\$ 625.00	\$ 2,500.00	\$ 625.00	\$ 3,125.00
3.3 Disadvantaged Business Enterprise (DBE)	\$ -	\$ -	\$ 800.00	\$ 200.00	\$ 800.00	\$ 200.00	\$ 1,000.00
4.1 Air Quality Planning	\$ -	\$ -	\$ 200.00	\$ 50.00	\$ 200.00	\$ 50.00	\$ 250.00
4.2 Climate Change and Green House Gas	\$ -	\$ -	\$ 200.00	\$ 50.00	\$ 200.00	\$ 50.00	\$ 250.00
5.1 Long Range Transportation Plan (LRTP)	\$ -	\$ -	\$ 2,000.00	\$ 500.00	\$ 2,000.00	\$ 500.00	\$ 2,500.00
5.1.1 Amend LRTP Project Listings for Air Quality Conformity	\$ -	\$ -	\$ 200.00	\$ 50.00	\$ 200.00	\$ 50.00	\$ 250.00
5.1.2 Prepare Air Quality Conformity Report	\$ -	\$ -	\$ 200.00	\$ 50.00	\$ 200.00	\$ 50.00	\$ 250.00
5.2 Transportation Improvement Program (TIP)	\$ -	\$ -	\$ 2,500.00	\$ 625.00	\$ 2,500.00	\$ 625.00	\$ 3,125.00
5.2.1 Amend TIP Project Listings for Air Quality Conformity	\$ -	\$ -	\$ 200.00	\$ 50.00	\$ 200.00	\$ 50.00	\$ 250.00
5.3 Public Transit Planning	\$ -	\$ -	\$ 12,500.00	\$ 3,125.00	\$ 12,500.00	\$ 3,125.00	\$ 15,625.00
5.4 Bicycle/Pedestrian Planning	\$ -	\$ -	\$ 5,000.00	\$ 1,250.00	\$ 5,000.00	\$ 1,250.00	\$ 6,250.00
5.5 Freight Planning	\$ -	\$ -	\$ 2,500.00	\$ 625.00	\$ 2,500.00	\$ 625.00	\$ 3,125.00
5.6 Transportation Mgt. & Operations Planning	\$ -	\$ -	\$ 5,000.00	\$ 1,250.00	\$ 5,000.00	\$ 1,250.00	\$ 6,250.00
5.7 Transportation Safety Planning	\$ -	\$ -	\$ 2,000.00	\$ 500.00	\$ 2,000.00	\$ 500.00	\$ 2,500.00
5.8 Gresham/Middle Corridor Study	\$ -	\$ -	\$ 80,000.00	\$ 20,000.00	\$ 80,000.00	\$ 20,000.00	\$ 100,000.00
ALDOT Technical Support	\$ 68,800.00	\$ 17,200.00	\$ -	\$ -	\$ 68,800.00	\$ 17,200.00	\$ 86,000.00
<b>Sub-Totals</b>			<b>\$ 291,232.00</b>	<b>\$ 72,808.00</b>	<b>\$ 360,032.00</b>	<b>\$ 90,008.00</b>	<b>\$ 450,040.00</b>
<b>Totals</b>					<b>\$ 360,032.00</b>	<b>\$ 90,008.00</b>	<b>\$ 450,040.00</b>
<i>Note: SPR and SLS funds are not included on a per task basis for this worksheet.</i>							
<i>The FHWA PL and FTA 5303 planning funds have been consolidated into the PL category.</i>							
<i>MPOs may carry over funds for 3 years. The oldest unexpended funds will be returned to the funding pool for reallocation.</i>							
<i>\$80,000 carryover funds used in FY2018</i>							