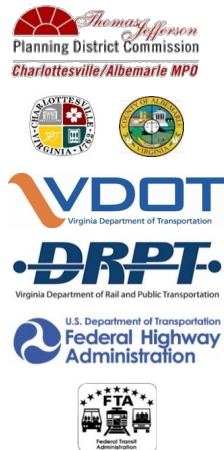




Unified Planning Work Program (UPWP)

Fiscal Year 2021
July 1, 2020 – June 30, 2021
Amended:



Preface

Prepared on behalf of the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) by the staff of the Thomas Jefferson Planning District Commission (TJPD) through a cooperative process involving the City of Charlottesville and the County of Albemarle, Charlottesville Area Transit (CAT), JAUNT, University of Virginia (UVA), the Virginia Department of Transportation (VDOT), the Department of Rail and Public Transportation (DRPT), the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA).

The preparation of this work program was financially aided through grants from FHWA, FTA, DRPT, and VDOT.

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INTRODUCTION

Purpose of the Unified Planning Work Program

The Unified Planning Work Program (UPWP) for transportation planning identifies all activities to be undertaken in the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) area for fiscal year 2021. The UPWP provides a mechanism for coordination of transportation planning activities in the region and is required as a basis and condition for all federal funding assistance for transportation planning by the joint metropolitan planning regulations of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

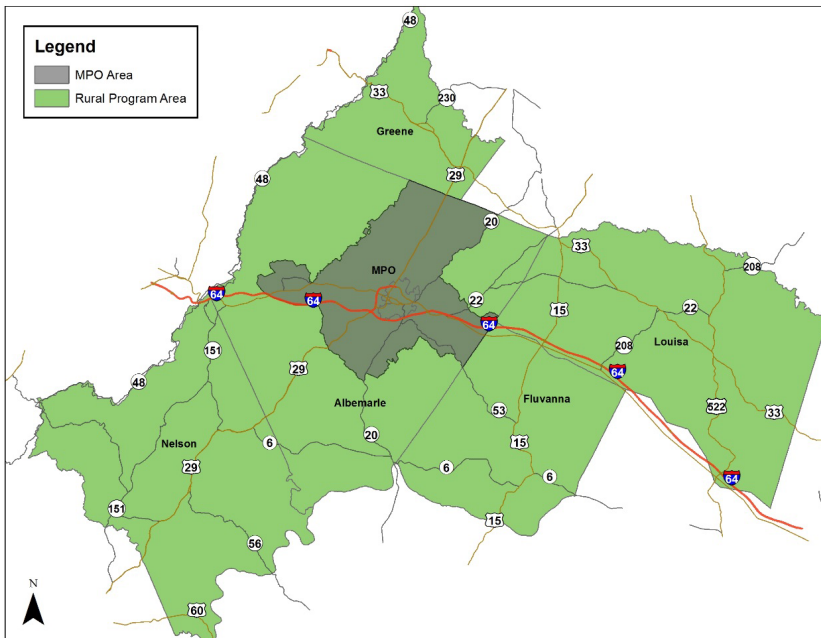
Purpose of the Metropolitan Planning Organization

CA-MPO provides a forum for conducting continuing, comprehensive, and coordinated (3-C) transportation decision-making among the City, County, UVA, JAUNT, CAT, DRPT and VDOT officials. In 1982, Charlottesville and Albemarle officials established the MPO in response to a federal mandate through a memorandum of understanding signed by the Thomas Jefferson Planning District Commission (TJPDC), JAUNT, VDOT and the two localities. The same parties adopted a new agreement on July 25, 2018 (Attachment B).

The MPO conducts transportation studies and ongoing planning activities, including the Transportation Improvement Program (TIP), which lists road and transit improvements approved for federal funding, and the 25-year long range plan for the overall transportation network, which is updated every five years. Projects funded in the TIP are required to be in the long-range plan.

The policy making body of the CA-MPO is its Board, consisting of two representatives from the City of Charlottesville and two representatives from Albemarle County. A fifth representative is from the VDOT Culpeper District. Non-voting members include DRPT, CAT, JAUNT, UVA, FHWA, the Federal Aviation Administration (FAA), FTA, and the Citizens Transportation Advisory Committee (CTAC). CA-MPO is staffed by the TJPDC, which works in conjunction with partner and professional agencies, to collect, analyze, evaluate and prepare materials for the Policy Board and MPO Committees at their regularly scheduled meetings, as well as any sub-committee meetings deemed necessary.

The MPO area includes the City of Charlottesville and the portion of Albemarle County that is either urban or anticipated to be urban within the next 20 years. In 2013, the MPO boundaries were updated and expanded to be more consistent with 2010 census data. The Commonwealth's Secretary of Transportation approved these new boundaries in March 2013. A map of the MPO area appears on the next page:



Relationship of UPWP to Long Range Transportation Planning

The MPO develops its UPWP each spring. It outlines the transportation studies and planning efforts to be conducted during the upcoming fiscal year (July 1 – June 30). The transportation studies and planning efforts outlined in the UPWP are guided by the regional transportation vision, goals, issues, and priorities developed through the extensive long-range planning process. Federal law requires the MPO to address eight basic planning factors in the metropolitan planning process. These eight planning factors are used in the development of any plan or other work of the MPO, including the Work Program, and are as follows:

- *Economic Vitality*: Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
- *Safety*: Increase the safety of the transportation system for motorized and non-motorized users;
- *Security*: Increase the security of the transportation system for motorized and non-motorized users;
- *Accessibility/Mobility*: Increase the accessibility and mobility of people and freight;
- *Environmental Quality*: Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
- *Connectivity*: Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
- *Efficiency*: Promote efficient system management and operation; and,
- *Maintenance*: Emphasize the preservation of the existing transportation system.

MPO Transportation Infrastructure Issues and Priorities

In addition to the eight planning factors identified by FHWA and FTA, the issues listed below (in no particular order) have been identified by the MPO, its transportation planning partners, and the public throughout the metropolitan planning process. These issues are interconnected components of effective regional transportation planning, and collectively create the planning priorities facing the CA-MPO that will be addressed through the Work Program tasks and deliverables.

The following issues call for a need to:

- Expand and enhance transit, transportation demand management strategies including ridesharing services, and parking strategies to provide competitive choices for travel throughout the region;
- Improve mobility and safety for the movement of people and goods in the area transportation system;
- Improve strategies to make the community friendly to bicycles and pedestrians, particularly the mobility and safety of bicyclists and pedestrians, as well as access to transit, rail and transit/rail facilities;
- Take more visible steps to better integrate transportation planning with local government land use plans, with a goal of creating patterns of interconnected transportation networks and long-term multimodal possibilities such as non-vehicular commuter trails, intercity rail, and right-of-way corridors for bus ways;
- Ensure that new transportation networks are designed to minimize negative impacts on the community and its natural environment, and to save money;
- Encourage public involvement and participation, particularly addressing environmental justice and Title VI issues;¹
- Improve the understanding of environmental impacts of transportation projects and identify opportunities for environmental mitigation; and,
- Seriously consider budget shortfalls and its impediments to transportation projects and work to tap alternative sources of funding.

Public Participation/Title VI and Environmental Justice

The MPO makes every effort to include minority, low-income, and limited-English speaking populations in transportation planning. Throughout this document there are several tasks that specifically discuss the MPO's efforts to include these populations. In addition to the UPWP, the MPO also maintains a Public Participation Plan and a Title VI/Environmental Justice Plan. Both plans specify that the MPO must post public notices in key locations for low-income, minority and limited-English speaking populations. Both plans state that the MPO must make all official documents accessible to all members of our community. The Title VI/Environmental Justice Plan also outlines a complaint process, should a member of these specialized populations feel as though they have been discriminated against. These documents work in tandem with the UPWP to outline the MPO's annual goals and processes for regional transportation planning.

¹ The 1994 Presidential Executive Order directs Federal agencies to identify and address the needs of minority and low-income populations in all programs, policies, and activities.

FY21 Unified Planning Work Program

Funding

Two federal agencies fund the MPO's planning activity. This includes FHWA's funds, labeled as "PL," and FTA, labeled as "FTA." The FHWA funds are administered through VDOT, while FTA funds are administered through the DRPT. Funds are allocated to the TJPDC, to carry out MPO staffing and the 3c's process. The CA-MPO budget consist of 10% local funds, 10% state funds, and 80% federal funds.

VDOT receives federal planning funds from FHWA for State Planning and Research. These are noted with the initials "SPR." The total budget for SPR items reflects 80% federal funds and 20% state funds. Attachment A shows the tasks to be performed by VDOT's District Staff, utilizing SPR funds. VDOT's Transportation and Mobility Planning Division (TMPD), located in the VDOT Central Office, will provide statewide oversight, guidance and support for the federally-mandated Metropolitan Transportation Planning & Programming Process. TMPD will provide technical assistance to VDOT District Planning Managers, local jurisdictions, regional agencies and various divisions within VDOT in the development of transportation planning documents for the MPO areas. TMPD will participate in special studies as requested. DRPT staff also participates actively in MPO studies and committees, although funding for their staff time and resources is not allocated through the MPO process.

The following tables provide information about the FY21 Work Program Budget. These tables outline the FY21 Program Funds by Source and by Agency. The second table summarizes the budget by the three Work Program tasks: Administration (Task 1), Long Range Planning (Task 2), and Short-Range Planning (Task 3). More detailed budget information is included with the descriptions of the task activities.

FY21 Work Program: Funding by Source

Funding Source	Federal	State	Local	Total
	80%	10%	10%	100%
FY-21 PL Funding	\$166,778	\$20,847	\$20,847	\$208,473
FY-21 FTA Funding	\$91,221	\$11,403	\$11,403	\$114,027
PL+FTA Total	\$258,143	\$32,250	\$32,250	\$322,500
VDOT SPR	\$136,000	\$17,000	\$17,000	\$170,000
Total FY21 Work Program	\$393,999	\$49,250	\$49,250	\$492,500

FY21 Work Program: Funding by Task

Funding Source	Task 1	Task 2	Task 3	Total
	24.7%	54.740.7%	23.634.6%	100%
PL+FTA Total	\$70,000	\$176,500	\$111,632	\$322,500
FY-21 PL Funding	\$545,500	\$115,073	\$47,900	\$208,473
FY-21 FTA Funding	\$24,0500	\$61,427	\$28,100	\$114,027
VDOT SPR	\$50,000	\$60,000	\$60,000	\$170,000
Total FY21 Work Program	\$120,000	\$236,500	\$136,000	\$492,500

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Highlights of FY20 UPWP

The CA-MPO conducted several projects and initiatives in FY20. Below are highlights from that year, helping to give context for the FY21 activities.

Coordination of Route 29 Solutions Projects

From FY15 to FY20, CA-MPO staff was significantly involved in coordinating efforts for the Route 29 Solutions Projects, a series of improvements along Route 29, north of Charlottesville. MPO officials served on the 29 Solutions Project Development Advisory Panel and the 29 Solutions Hydraulic Planning Advisory. FY19 included completion of the Hydraulic Small Area Plan for long range land use and transportation improvements and unanimous acceptance of the plan by the City of Charlottesville and County of Albemarle. Results of the plan included submission of three SMART SCALE applications for projects recommended in the Plan, although none of the projects scored high enough to be recommended for funding. In FY20, MPO staff worked with the Route 29 Solutions stakeholders to revisit the projects recommended and determine how aspects of the larger project could be broken out into smaller projects that would be more competitive to receive funding. MPO staff has been preparing to submit two to three revised Route 29 Solutions SMART SCALE applications in Round Four. Work in the areas of funding & project alternatives and/or project implementation will continue into FY21 and years beyond.

SMART SCALE Prioritization

The SMART SCALE process scores and ranks transportation projects, based on an objective analysis that is applied statewide. The legislation is intended to improve the transparency and accountability of project selection, helping the Commonwealth Transportation Board (CTB) to select projects that provide the maximum benefits for tax dollars spent. In FY20, CA-MPO staff has been working with County, City, and VDOT staff to prepare to submit project applications for Round Four of SMART SCALE funding.

Bicycle and Pedestrian Corridor Evaluation

In FY19, MPO and PDC staff completed an update to the Jefferson Area Bicycle and Pedestrian Plan. Building off the successful completion of this plan, in FY20 staff has been engaged with VDOT and the Bicycle and Pedestrian Coordination Committee to complete scoping studies to apply for funding to fill in gaps in the bicycle and pedestrian networks. Two studies were completed and the applications are in process of being submitted for funding in SMART SCALE round four. MPO Staff has also worked closely with City, County, and University transportation planning and GIS staff to move forward in the development of One Map, which will result in a regional map of bicycle and pedestrian facilities using standardized terminology agreed upon by all participating entities.

Regional Transit Planning

MPO staff has continued their involvement in overseeing the Regional Transit Partnership. In FY20, the MOU was amended to add University of Virginia to the partnership as a voting member. Staff also prepared and submitted two grant applications to DRPT. One to conduct a feasibility study and implementation plan to expand transit service in Albemarle County. The second is to develop a Charlottesville Area Regional Transit Vision Plan.

FY21 Unified Planning Work Program

MPO staff has continued project coordination and participation for the DRPT feasibility study of the Charlottesville Amtrak Station, partnering with DRPT, the City of Charlottesville, and consulting firm Michael Baker International. Staff also partnered with the Staunton Augusta Waynesboro MPO to complete a DRPT funded Feasibility Study for a Shenandoah Valley to Charlottesville regional transit service, and provided local support to their planning district commission in applying for funding of a FY21 DRPT Pilot Service connecting Staunton to Charlottesville along the I-64 corridor. Staff also assisted with site location for bus stops for inter-city transit of DRPT's Virginia Breeze and private provider Mega Bus.

Finally, MPO staff has been working with Greene County to coordinate a transfer of transit service from Greene County Transit to JAUNT. Applications for funding this transfer and Jaunt service was submitted in February, 2020.

Transportation Improvement Program (TIP)

MPO staff updated the FY18-FY21 TIP as necessary in FY20. This included three FHWA amendments, one amendment from CAT to remove funds from security equipment purchases to acquire automatic passenger counters, and multiple adjustments. Staff also prepared the FY21-FY24 TIP in collaboration with VDOT, DRPT, and the various MPO committees. The FY21-FY24TIP was adopted by the Policy Board on May 27, 2020.

National Transportation Performance Measures

Performance Based Planning and Programming requirements for transportation planning are laid out in the Moving Ahead for Progress in the 21st century (MAP-21), enacted in 2012 and reinforced in the 2015 FAST Act, which calls for states and MPOs to adopt targets for national performance measures. Each MPO adopts targets for a set of performance measures, in coordination with the Virginia Department of Transportation (VDOT) and the Virginia Department of Rail and Public Transit (DRPT), and these measures are used to help in the prioritization of TIP and Long-Range Transportation Plan projects. In FY20, the MPO Policy Board voted to support the statewide safety performance targets, which are reviewed every two years.

Regional Transportation Revenue Study

The purpose of the Regional Transportation Revenue Study is to evaluate the current shortfall in transportation funding available compared to the needed/desired improvements to the local transportation system and to determine if there are opportunities to increase transportation funding. While under review, a number of factors have changed that will impact funding sources. During the 2020 legislative session, the General Assembly passed a bill to increase gas taxes which would potentially lead to more funding for transportation projects. However, the COVID-19 pandemic has also resulted in a major disruption to the economy, and it is unclear to what extent this disruption will have on revenue generation and potentially even transportation system user behavior. Therefore, additional analysis work is on hold until the economy begins stabilizing.

FY21 UPWP Activities by Task

Task 1: Administration

Total Funding: ~~\$70,000~~79,500

PL Funding: ~~\$5~~5,500

FTA Funding: \$24,~~0~~500

A) Reporting and Compliance with Regulations

PL Funding: ~~\$6~~14,500

FTA Funding: ~~\$3,500~~7,000

There are several reports and documents that the MPO is required to prepare or maintain, including:

- The Transportation Improvement Program (TIP);
- FY21 Unified Planning Work Program Implementation;
- FY22 Unified Planning Work Program Development;
- Transportation system performance measures;
- Monthly progress reports and invoices; and,
- Other funding agreements.

TJPD staff will also provide for the use of legal counsel, accounting and audit services for administering federal and state contracts.

End Products:

- Maintain the Transportation Improvement Program (TIP), as necessary;
- Complete annual Unified Planning Work Program (UPWP) process;
- Update regional performance measure targets, as necessary;
- Administer Grants and other funding;
- Execute project agreements, along with related certifications and assurances; and,
- Complete invoicing, monthly billing, and progress reports.

B) Staffing Committees

PL Funding: ~~\$19,500~~21,000

FTA Funding: ~~\$10,500~~7,000

TJPD staff is responsible for staffing the MPO Policy Board and Committees. These efforts include preparation of agendas, minutes, and other materials for the committees listed below. The MPO continues to urge localities to appoint committee representatives from minority and low-income communities.

The CA-MPO staffs the following groups:

- MPO Policy Board;
- ~~MPO~~ Technical Committee;
- ~~Citizens Transportation Advisory Committee (CTAC);~~
- Regional Transit Partnership (RTP); and,
- Additional committees as directed by the MPO Policy Board.

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End Products:

- Staff committees;
- Maintain memberships on committees;
- Issue public notices and mailings;
- Restructure Policy Board and Committee bylaws, based on the Strategic Plan; and,
- Maintain committee information on the TJPDC/MPO Website.

C) Information Sharing

PL Funding: \$3,2597,000

FTA Funding: \$1,7503,000

The MPO functions as a conduit for sharing information between local governments, transportation agencies, state agencies, other MPOs, and the public. MPO staff will provide data and maps to State and Federal agencies, localities and the public, as needed. Staff will also contribute articles to TJPDC's News Brief, a bimonthly email newsletter to stakeholders, newsletters and Quarterly Report. The CA-MPO will continually monitor and report on changes to Federal and State requirements related to transportation planning and implementation policies. Staff will attend seminars, meetings, trainings, workshops, and conferences related to MPO activities as necessary. Staff will assist local, regional and State efforts with special studies, projects and programs. One ongoing project is a regional housing analysis that will include use of transportation data around housing centers and travel time to key destinations. Staff will also conduct ongoing intergovernmental discussions; coordinate transportation projects; and attend/organize informational meetings and training sessions. MPO staff will attend additional meetings with local planning commissions and elected boards to maintain a constant stream of information with local officials to include transportation, transit and environmental topics.

End Products:

- Continue to review and update facts and figures;
- Transportation data for housing report;
- Provide technical data, maps and reports to planning partners;
- Attend local planning commission meetings;
- Attend City Council and Board of Supervisors meetings;
- Ensure adequate communication between Planning District Commission and MPO Policy Board;
- Analyze available data to identify whether MPO boundaries may expand into additional counties after the 2020 census;
- Continue coordination of ongoing meetings with staff from Charlottesville, Albemarle and UVA regarding bicycle and pedestrian projects
- Participate and maintain membership with the Virginia Association of MPOs (VAMPO);
- Participate and maintain membership with the American Association of MPOs (AMPO); and,
- Hold annual joint-MPO Policy Board meeting with the Staunton-Augusta-Waynesboro MPO and propose meetings with Lynchburg MPO.
- Maintain the TJPDC's social media; and,
- Maintain the MPO Website.

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D) Cross-Jurisdictional Communication

PL Funding: \$3,2500

FTA Funding: \$1,7500

In FY21, the CA-MPO will continue to coordinate closely with its member governments, the Rural Transportation Program (RTP) and other MPOs from across the State. Staff will conduct ongoing intergovernmental discussions; coordinate transportation projects; and attend/organize informational meetings and training sessions. MPO staff will attend additional meetings with local planning commissions and elected boards to maintain a constant stream of information with local officials to include transportation, transit and environmental topics.

Commented [WH1]: While these activities will remain, the time spent on them will be accounted for in the other program line items they most closely align with: information sharing, Smart Scale, Compliance with Regulations, specific project interests, etc.

End Products:

- Attend local planning commission meetings;
- Attend City Council and Board of Supervisors meetings;
- Ensure adequate communication between Planning District Commission and MPO Policy Board;
- Analyze available data to identify whether MPO boundaries may expand into additional counties after the 2020 census;
- Continue coordination of ongoing meetings with staff from Charlottesville, Albemarle and UVA regarding bicycle and pedestrian projects
- Participate and maintain membership with the Virginia Association of MPOs (VAMPO);
- Participate and maintain membership with the American Association of MPOs (AMPO); and;
- Hold annual joint MPO Policy Board meeting with the Staunton-Augusta-Waynesboro MPO and propose meetings with Lynchburg MPO.

This section has been combined with sub-task D – Information Sharing.

E) Public Participation

PL Funding: \$7,80013,000

FTA Funding: \$4,2007,000

The CA-MPO updated its Title VI and Environmental Justice Plan (approved May 2016) to assist in meeting federal requirements for engaging minority, low-income, and limited English-speaking populations. TJPDC last updated the Public Participation Plan in September of 2016, and conducted a review and made minor revisions in FY2020 and in the first quarter of FY2021.

Based on feedback received during the open comment period, there was interest a more robust overhaul of the Public Participation Plan. TJPDC and local staff will participate in and help develop community events and educational forums such as workshops, neighborhood meetings, local media, and the MPO web page. Staff will also participate in and act upon training efforts to improve outreach to underserved communities, such as low-income households, people with disabilities, minority groups, and limited English-speaking populations.

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End Products:

- Revised/updated Title VI/Environmental Justice Plan;
- Revised/updated Public Participation Plan;
- Increase participation from underserved communities;
- Provide proper and adequate notice of public participation activities; and
- Provide reasonable access to information about transportation issues and processes in

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paper and electronic media;

- ~~• Demonstrate responsiveness to public input received during transportation planning processes; and,~~
- ~~• Pursue design and funding for a mobile community engagement bus.~~

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F) Online Resources

~~PL Funding: \$5,2000~~

~~FTA Funding: \$2,8000~~

The CA-MPO website offers the public added opportunities to participate in the MPO process and includes information items that explain transportation issues in an easily-understood format. Additional features will focus on training local officials and stakeholders on the MPO process and transportation concepts.

Commented [WH2]: These tasks will continue, but will be accounted for based on the other items they are supporting.

End Products:

- Continued content updates to website;
- ~~• Develop additional features for the CA MPO website; and,~~
- ~~• Develop an online dashboard to make technical planning documents such as the LRTP, TIP, etc. more accessible to the public.~~

Task 2: Long Range Transportation Planning

~~Total Funding: \$176,680131,368~~

~~PL Funding: \$115,07375,573~~

~~FTA Funding: \$61,60755,795~~

A) MPO 101 Primers

~~PL Funding: \$15,0005,000~~

~~FTA Funding: \$5,0001,750~~

In order to improve community engagement and empower the members of the MPO committees tasked with making important transportation-related decisions, the MPO staff will develop a series of MPO primers related to the various programs and projects under its purview. The primers are intended to provide a thorough, but simplified explanation of programs such as the TIP, Transportation Performance Measures, highway funding mechanisms, and the Long Range Transportation Plan, as well as the purpose and structure of the MPO itself.

Commented [WH3]: An intern worked on this project over the summer, so the cost to the MPO was largely reduced.

End Products:

- Series of primers available in the MPO office and online used for better informing the public, committee members, elected officials, and others of various projects and programs that may be of interest.

B) Safety Performance Measures Analysis

~~PL Funding: \$35,0005,757~~

~~FTA Funding: \$02,500~~

MPOs are required to establish Performance Measures for the transportation systems within their boundaries. In FY20, the MPO was asked to submit updated Safety Performance Measures, and

Commented [WH4]: The workload for this work is greatly reduced as staff develops greater familiarity with the performance measures and its implications. This work will largely involve developing materials that will more clearly communicate the purpose and implications.

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in the process of agreeing to adopt the state goals, it was clear that there was a greater need for clarification of the process among the committee members, as well as a robust understanding of the potential impacts of the MPO adopting safety performance targets that are more aggressive than the statewide goals. In FY21, MPO staff will analyze the process and implications of developing more rigorous safety performance targets.

End Products:

- Report to the MPO committees with a thorough explanation of the background, process, and impacts of developing safety performance measures; and
- Recommendation on developing safety performance measures separately from the statewide targets.

C) Bike & Pedestrian Counts

PL Funding: ~~\$10,000~~ **\$2,555**

FTA Funding: \$8,000

Counts of bicycle and pedestrian traffic that result in reliable annual average daily nonmotorized traffic (AADNT) numbers are essential for effective planning for all road users. Count data – especially when used with geospatial data inventories of existing infrastructure – can help determine where investments in pedestrian and bicycling infrastructure are needed most. When done regularly, count data make it possible to assess changes in network use over time, measure the impact of new facilities and policies, and improve the design of new facilities. Counts are also useful for planning for bicyclist and pedestrian safety, as the count data can be used to put crash statistics in context to better understand bicyclist and pedestrian risk exposure.

End products:

- Identification of priority count locations to maximize return on investment of time and resources;
- Build an email list of potential volunteers for manual counts (which will also increase awareness of the TJPDC and its programs);
- Document an implementation plan for an annual bike count at priority locations; and
- Map FY2021 bicycle and pedestrian count data in GIS.

D) Equity in Transportation – Community Identification

PL Funding: ~~\$30,518~~ **\$27,261**

FTA Funding: ~~\$13,541~~ **\$15,420**

CAMPO is dedicated to improving consideration of equity in their planning processes. In FY21, MPO staff will work to establish criteria for identifying communities that have traditionally been under-represented in planning efforts. Once the criteria is established, MPO staff will create maps of under-represented/underserved communities to better inform future planning efforts.

End Products:

- Establish criteria for factors contributing to under-representation in planning;
- Develop maps of communities with one or more risk factor; and
- Identify key stakeholders with which to partner to improve outreach and engagement among members of identified communities.

Commented [WH5]: The overall funding for this has been reduced slightly to allow for more staff time and resources to be spent on a more robust update to the Public Participation Plan and for more staff resources to be directed to actual public engagement.

E) Regional Transit & Rail Planning

PL Funding: \$0

FTA Funding: ~~\$3015,000~~

In support of the Regional Transit Partnership, MPO staff will complete necessary evaluations of existing and proposed transit services in the region. MPO staff may also help prepare for completion of a regional transit strategic plan. With the Charlottesville Amtrak Station one of the fastest growing Virginia-sponsored Amtrak stations; MPO staff will continue to coordinate the opportunities for public-private partnerships for long term rail use at the site.

End Products:

- Work with the Regional Transit Partnership and DRPT to identify necessary evaluations;
- Assist Greene County, Albemarle County, and JAUNT in transition to JAUNT-provided services;
- Continued coordination of project funding, community engagement, partnership building, multi-modal development and development feasibility for the expansion of the Charlottesville Amtrak site; and
- Assist DRPT with General Assembly requested east-west line study from New River Valley to Hampton Roads through Charlottesville.

F) Electric Vehicle Charging Station Needs Assessment

PL Funding: \$10,000

FTA Funding: ~~\$2,0003,500~~

As Electric Vehicles take up greater shares of the automotive market, the importance of developing infrastructure to support the use of these vehicles becomes a larger concern. The parking garages in downtown Charlottesville are being outfitted with EV charging stations, and the demand for these facilities will continue to grow as more consumers opt for electric vehicles. MPO staff will assess the predicted need for EV charging stations in the area, and begin identifying locations that could likely support this need.

End Products:

- Projection of EV use and charging station needs throughout the MPO area;
- Develop a network of key stakeholders to assess and build strategies for meeting charging station needs;
- Build partnerships with government, community, and business leaders to plan for infrastructure in key locations; and
- Investigate funding sources available for providing EV charging infrastructure at various types of facilities.

G) Route 29 North Corridor Study with Rural Component

PL Funding: ~~\$14,55520,000~~

FTA Funding: ~~\$2,8869,625~~

Roadway improvements are complete or scheduled for construction along US Highway 29 North in Albemarle County and in Greene County. Traffic concerns continue in areas that are both urban and rural north of Airport Road in Albemarle County to the Cedar Grove Road area of Greene County. The MPO working with the TJPDC Rural Transportation will initiate a study for safety & congestion along the unimproved areas of US 29. This project is projected to run into FY 22.

H) Transportation Revenue Study

PL Funding: \$5,000

FTA Funding: \$0

There continues to be interest in exploring opportunities to identify additional resources that could be used to better leverage funding for transportation system improvements.

Task 3: Short Range Planning

Total Funding: \$76,000

PL Funding: \$47,900

FTA Funding: \$28,100

A) Transportation Improvement Program (TIP)

PL Funding: \$10,400

FTA Funding: \$5,600

There are a number of federal-aid highway programs (i.e. administered by FHWA) which, in order to be eligible for use by the implementing agency, must be programmed in the TIP. Similarly, there are funds available under federal-aid transit programs (i.e. administered by FTA) which, in order to be used, must also be programmed in the TIP. In fact, any federally-funded transportation projects within the MPO must be included in the TIP, including transit agency projects. Project descriptions include: implementing agency; location/service area; cost estimates; funding sources; funding amounts actual or scheduled for allocation; type of improvement, and; other information, including a required overall financial plan.

Staff will be concentrating in FY 21 on transit operator short range planning financial needs to incorporate into the TIP. New leadership at the region's two transit providers have created an opportunity for revised procedures to short range financial planning.

The current TIP for FY21-FY24 was adopted by the Policy Board in FY20. MPO staff will continue to maintain and update the TIP as necessary.

End Products:

- Process the Annual Obligation Report;
- Process TIP amendments and adjustments; and
- Monitor the TIP as necessary, ensuring compliance with federal planning regulations.

B) Short Range Project Planning SMART SCALE Application

PL Funding: \$25,000

FTA Funding: \$7,500

MPO staff will continue to work with VDOT, DRPT, City and County staff to identify appropriate funding sources for regional priority projects. ~~SMART SCALE pre-applications were submitted in April of 2020, with final applications due in August of 2020~~ Final Smart Scale applications were submitted in August of FY21. MPO staff will continue to strengthen its project selection process and prepare SMART SCALE applications for submission on behalf of the MPO, as well as provide support for projects submitted by the City of Charlottesville and urbanized portions of Albemarle County where needed.

End Products:

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FY21 Unified Planning Work Program

- Implement a selection process to identify potential SMART SCALE project applications early;
- Facilitate stakeholder meetings to develop project submission applications that incorporate robust public engagement and input opportunities; Facilitate outreach efforts in the pursuit of funding sources for high priority projects within the MPO;
-
- Hold a regional meeting to coordinate SMART SCALE project submittals from the member localities and MPO;
- Coordinate sharing of economic development, and other relevant information, between the localities in support of SMART SCALE applications; and
- Attend the Quarterly Transportation Meetings hosted by OIPI to ensure that MPO and locality staff have appropriate information about all funding programs.

C) Travel Demand Management (TDM), Regional Transit Partnership (RTP), and Bike/Ped Support

PL Funding: \$5,000

FTA Funding: ~~\$5,000~~ \$8,257

The RideShare program, housed by the TJPDC, is an essential program of the MPO's planning process. The RTP has been established to provide a venue for continued communication, coordination and collaboration between transit providers, localities and citizens. RideShare and These programs, along with continued support for bike and pedestrian travel, support regional TDM efforts. TDM ~~efforts have~~ has been, and will continue to be, included in the long-range transportation planning process. RideShare staff works with the MPO by providing data and advice with regard to how RideShare and TDM can affect the MPO.

End Products:

- Continue efforts to improve carpooling and alternative modes of transportation in MPO;
- Conduct inventories of Park-and-Ride lots and assess how those lots are part of the larger transportation system; and
- Staff Regional Transit Partnership meetings;
- Address immediate transit coordination needs;
- Formalize transit agreements;
- Improve communication between transit providers, localities and stakeholders;
- Explore shared facilities and operations for transit providers; and,
- Continue to assess the need for a Regional Transit Authority.
- Per the Strategic Plan, integrate TDM into all MPO recommendations and projects.

D) Regional Transit Partnership (RTP)

PL Funding: \$0

FTA Funding: ~~\$10,000~~

In FY17, the City and County elected bodies approved development on a Regional Transit Partnership Advisory Board whose charge is to provide a venue for continued communication, coordination and collaboration between transit providers, localities and citizens. The RTP could be a precursor to a Regional Transit Authority (RTA) and could serve as an interim body responsible for ushering the development of an RTA, if the region determines to consolidate

FY21 Unified Planning Work Program

~~transit systems into a single entity. In FY20, MPO Staff submitted two DRPT applications for grants to support ongoing transit system improvements. In FY21, the RTP will continue a regular monthly meeting. The CA MPO will staff this Advisory Board and manage the program.~~

Combined with sub-task C - Travel Demand Management (TDM), Regional Transit Partnership (RTP), and Bike/Ped Support

End Products:

- ~~• Staff Regional Transit Partnership meetings;~~
- ~~• Address immediate transit coordination needs;~~
- ~~• Formalize transit agreements;~~
- ~~• Improve communication between transit providers, localities and stakeholders;~~
- ~~• Explore shared facilities and operations for transit providers; and,~~
- ~~• Continue to assess the need for a Regional Transit Authority.~~

E) On-Call Services

PL Funding: \$7,500,000

FTA Funding: \$0

MPO, VDOT, and local staff will be available to conduct transportation studies and planning efforts as requested by our planning partners, including projects focusing on transportation system improvements to improve mobility, safety, and security for area pedestrians, bicyclists, and motorists. All studies will ensure a working partnership with the surrounding area's businesses and neighborhoods. Costs will be incurred to identify and initiate contractual arrangements.

End Products:

- Transportation study or planning effort, as requested, that can be used as a basis for implementing short-term and long-term transportation solutions.

F) CTAC – Community Outreach

PL Funding: \$15,000

FTA Funding: \$7,875

TJPDC and local staff will participate in and help develop community events and educational forums such as workshops, neighborhood meetings, local media, and the MPO web page. Staff will also participate in and act upon training efforts to improve outreach to underserved communities, such as low-income households, people with disabilities, minority groups, and limited English-speaking populations. The TJPDC will continue to staff the Citizens Transportation Advisory Committee, which is an important conduit for receiving feedback and input on the efficacy of public outreach and engagement efforts.

End Products:

- Utilize a broad range of public engagement strategies to disseminate information on transportation planning efforts and processes;
- Demonstrate responsiveness to public input received during transportation planning processes; and,
- Pursue design and funding for a mobile community engagement bus and research other opportunities for creative community engagement.

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Task 4: Contracted Projects and Studies

A) If awarded, MPO staff will coordinate and support the following projects:

1. Coordinate the CA-MPO portion of the Afton Express Service connecting Shenandoah Valley with Charlottesville.
2. Coordinate, manage, and implement the Regional Visioning Plan for the CAMPO and TJPDC region.
3. Coordinate, manage, and implement the FY21 Feasibility and Business Plan for expanded transit service in Albemarle County.

B) Explore opportunities for contracted project and studies.

Topical areas may include:

- Environmental impacts of the local transportation system.
- Understanding transit driver recruitment and retention.
- Creating an employee outreach program for Rideshare and other TDM programs.

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CA-MPO in FY21

Along with ongoing, required MPO tasks, staff anticipates work on the following efforts, some of which will carry-over from FY20.

Regional Transportation Revenue Study

- Assess the impacts of the COVID-19 pandemic on the transportation network and revenue generation
- Determine next steps following the analysis from the Regional Transportation Revenue Study
- Work with regional and state partners to implement recommendations of the study

SMART SCALE

- Explore ways to improve the success of funding for projects
- Strengthen applications submitted in Round 4 for final submission
- Monitor any changes and updates to the SMART SCALE process
- Integrate any changes in State process into MPO and local projects to strengthen funding applications

L RTP 2045

- Conduct annual review of Plan and performance targets as set forth in MAP-21
- Continue to coordinate procedures and efforts with neighboring MPOs

Other Studies

- Assess connections with other regions and MPOs
- Continue evaluation of the region's transit network and participate in creation of the transit strategic plan

Public Participation Process

Review and Approval of Tasks

MPO Policy Board:

- Initial Draft provided March 25th, 2020
- Final Approval May 27th, 2020

Online Posting

Posted as part of MPO meeting agenda for March 25th, 2020

Posted on TJPDC.org: May 12th, 2020

State Review

Draft submittal for VDOT review/comment: April 7th, 2020

Draft submittal for DRPT review/comment: April 7th, 2020

Review of Final FY21 UPWP

MPO Technical Committee: May 19th, 2020

Citizen Transportation Advisory Committee (CTAC): May 20th, 2020

MPO Policy Board: May 27th, 2020

****PUBLIC HEARING: May 27th, 2020**

Note: Copy of public hearing notice in appendix D

Glossary of Acronyms

The following transportation-related acronyms are used in this document:

3-C Planning Process	Federal Planning Process which ensures that transportation planning is continuing, comprehensive, and coordinated in the way it is conducted
AADT	Annual Average Daily Traffic
BRT	Bus Rapid Transit
CAT	Charlottesville Area Transit
CTAC	Citizens Transportation Advisory Committee
CTB	Commonwealth Transportation Board
DRPT	Virginia Department of Rail and Public Transportation
EV	Electric Vehicle
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year (refers to the state fiscal year July 1 – June 30)
GIS	Geographic Information System
JAUNT	Regional transit service provider to Charlottesville City, and Albemarle, Fluvanna, Louisa, Nelson, Buckingham, Greene and Orange Counties
LRTP	Long Range Transportation Plan
MAP-21	Moving Ahead for Progress in the 21 st Century (legislation governing the metropolitan planning process)
MPO	Metropolitan Planning Organization
NHS	National Highway System
PL	FHWA Planning Funding (used by MPO)
RideShare	Travel Demand Management (TDM) services housed at TJPDC that promote congestion relief and air quality improvement through carpool matching, vanpool formation, Guaranteed Ride Home, employer outreach, telework consulting and multimedia marketing programs for the City of Charlottesville, and Albemarle, Fluvanna, Louisa, Nelson, and Greene Counties.
RLRP	Rural Long Range Transportation Plan
RTA	Regional Transit Authority
RTP	Rural Transportation Program
SAFETEA-LU	Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users (legislation that formerly governed the metropolitan planning process)
SOV	Single Occupant Vehicle
SPR	FHWA State Planning and Research Funding (used by VDOT to support MPO)
SYIP	Six Year Improvement Plan
TAZ	Traffic Analysis Zone
TDP	Transit Development Plan (for CAT and JAUNT)
TDM	Travel Demand Management
TIP	Transportation Improvement Program
TJPDC	Thomas Jefferson Planning District Commission

FY21 Unified Planning Work Program

TMPD	VDOT Transportation and Mobility Planning Division
UPWP	Unified Planning Work Program (also referred to as Work Program)
UTS	University Transit Service
UVA	University of Virginia
VDOT	Virginia Department of Transportation
VMT	Vehicle Miles Traveled
Work Program	Unified Planning Work Program (also referred to as UPWP)

Appendix

Attachment A: Tasks Performed by VDOT

Attachment B: Memorandum of Understanding (2019)

Attachment C: FTA Section 5303/PL Funding Breakdown

Attachment D: Public Notice and Resolution
