

## Memorandum

**To:** CA-MPO Policy Board  
**From:** Sandy Shackelford, Director of Planning & Transportation  
**Date:** May 11, 2022  
**Reference:** FY23 Unified Planning Work Program

### Purpose:

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 2023. 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).

### Background:

Based on identified initiatives that CA-MPO staff has reviewed with the Citizens Transportation Advisory Committee (CTAC), the MPO Technical Committee (MPO Tech), and the Policy Board, the final draft of the FY23 UPWP has been prepared for consideration and approval. The proposed FY23 UPWP includes a number of required activities: The development of the FY24-27 Transportation Improvement Program, a review of the MPO boundaries based on the outcomes of the 2020 Decennial Census and revised criteria for defining urban areas published by the Census Bureau, continued development into new procedures to implement MPO and agency Title VI requirements based on recent guidance, and beginning the five-year update to the Long Range Transportation Plan.

Additional work tasks added to the FY23 include support for the Regional Transit Governance Study, which has been included in the FY23 Draft Six-Year Improvement Program, completion of the OneMap unified bicycle and pedestrian infrastructure mapping project that has been in process starting in 2019 without dedicated resources, ongoing support for SMART Scale application submissions this summer and review of project awards in early 2023, the development of an on-call consultant program, and other standard line items included regularly in the MPO's work plan. A summary of projects and associated budgets is found in the table on the next page.

Consistent with the revised Public Engagement Plan adopted in July of 2021, the Unified Planning Work Program has been posted to the CA-MPO's website and has been made available for public comment for the minimum 15-day comment period.

**Recommendation:**

Staff recommends that the Policy Board adopt the proposed FY23 Unified Planning Work Program as presented, or adopt with specified revisions.

If there are any questions or comments, please contact Sandy Shackelford at [sshackelford@tjpd.org](mailto:sshackelford@tjpd.org).

<b>FY23 Unified Planning Work Program Budget</b>			
	PL	FTA	Total
<b>Task 1: Administration</b>	<b>\$37,500</b>	<b>\$21,500</b>	<b>\$59,000</b>
Reporting and Compliance with Regulations	\$14,000	\$8,000	\$22,000
Staffing Committees	\$14,000	\$8,000	\$22,000
Information Sharing	\$9,500	\$5,500	\$15,000
<b>Task 2: Long Range Transportation Planning</b>	<b>\$214,019</b>	<b>\$82,770</b>	<b>\$296,789</b>
2050 LRTP	\$161,335	\$33,000	\$194,335
OneMap	\$20,000	\$8,108	\$28,108
MPO Boundary Analysis	\$14,684	\$7,000	\$21,684
Transit Governance Study	\$0	\$31,662	\$31,662
On-call Services	\$18,000	\$3,000	\$21,000
<b>Task 3: Short Range Transportation Planning</b>	<b>\$49,000</b>	<b>\$49,926</b>	<b>\$98,926</b>
TIP	\$18,000	\$7,000	\$25,000
SMART SCALE	\$15,000	\$12,000	\$27,000
RTP, TDM, and Bike/Ped Support	\$4,000	\$8,500	\$12,500
Performance Targets	\$2,000	\$1,000	\$3,000
Regional Transit & Rail Planning	\$0	\$5,000	\$5,000
CTAC/Public Outreach/Title VI	\$10,000	\$16,426	\$26,426
<b>TOTAL</b>	<b>\$300,519</b>	<b>\$154,196</b>	<b>\$454,715</b>