

## Memorandum

**To:** CA-MPO Policy Board  
**From:** Sandy Shackelford, Director of Planning & Transportation  
**Date:** March 8, 2022  
**Reference:** Draft FY22 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 required activities and priorities that have been identified through ongoing planning efforts, MPO has prepared a draft of the FY23 UPWP. Priority tasks to undertake in FY23 include the submission of applications that have been identified as part of the CA-MPO's SMART SCALE project selection process, reviewing potential changes to the MPO boundary that may be triggered by the 2020 Census, developing the FY24-FY27 Transportation Improvement Program, and beginning the development of the 2050 Long Range Transportation Plans using the rollover funds from FY21 and FY22 to procure a consultant to support the plan development.

In addition to required tasks, the MPO Policy Board already voted in favor of a resolution to support the technical assistance grant requested through the Department of Rail and Public Transportation for a Regional Transit Governance Study. Staff is recommending devoting MPO resources to wrapping up a OneMap project that has been in process since 2019. OneMap is a collaboration with Albemarle County, the City of Charlottesville, and the University of Virginia to develop common nomenclature and definitions for bicycle and pedestrian facilities throughout the MPO region. This project will also result in a combined map of the regional infrastructure that can be used for planning purposes and/or dissemination for public use. Staff also recommends committing a small portion of resources to developing an on-call consultant program.

### Recommendation:

Staff is requesting feedback from the MPO Technical Committee, Citizens Technical Advisory Committee, and the MPO Policy Board on the proposed work program. A final draft of the FY23 UPWP will be prepared for the meetings in May for consideration and adoption by the Policy Board.

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

| <b>FY23</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>\$225,146</b> | <b>\$82,770</b>  | <b>\$307,916</b> |
| 2050 LRTP  | \$172,462        | \$33,000         | \$205,462        |
| OneMap   | \$25,000         | \$11,108         | \$36,108         |
| MPO Boundary Analysis                              | \$8,000          | \$4,000          | \$12,000         |
| Transit Governance Study                           | \$1,684          | \$31,662         | \$33,346         |
| On-call Services                                   | \$18,000         | \$3,000          | \$21,000         |
| <b>Task 3: Short Range Transportation Planning</b> | <b>\$54,000</b>  | <b>\$32,000</b>  | <b>\$86,000</b>  |
| TIP  | \$18,000         | \$7,000          | \$25,000         |
| SMART SCALE  | \$20,000         | \$7,000          | \$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                   |                  | \$5,000          | \$5,000          |
| CTAC/Public Participation/Title VI                 | \$10,000         | \$3,500          | \$13,500         |
| <b>TOTAL</b>                                       | <b>\$316,646</b> | <b>\$136,270</b> | <b>\$452,916</b> |