



Charlottesville-Albemarle Metropolitan Planning Organization  
FY25 Draft Unified Planning Work Program (UPWP)

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## Purpose of UPWP

- Identifies all transportation planning activities to be undertaken in the CA-MPO area for fiscal year 2025 (July 1 – June 30)
- Federal law requires that the MPO address eight basic planning factors
  - Economic Vitality
  - Safety
  - Security
  - Accessibility/Mobility
  - Environmental Quality
  - Connectivity
  - Efficiency
  - Maintenance

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## Purpose of UPWP

The CA-MPO identified additional priorities:

- 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.<sup>1</sup>
- Improve the understanding of environmental impacts of transportation projects and identify opportunities for environmental mitigation.

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## Funding

- Two federal agencies fund the MPO's planning activities:
  - FHWA (PL) – Administered through VDOT
  - FTA – Administered through DRPT
- 80% Federal, 10% State, 10% Local
- Additionally, VDOT receives state planning funds from FHWA for State Planning and Research (SPR)

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# Funding

## FY25 Work Program: Funding by Source

Funding Source	Federal	State	Local	Total
	80%	10%	10%	100%
FY-25 PL-FHWA/VDOT Funding	\$ 229,369	\$ 28,671	\$ 28,671	\$ 286,711
FY-23 PL-FHWA/VDOT Passive Rollover	\$ 28,654	\$ 3,582	\$ 3,582	\$ 35,818
FY-24 PL-FHWA/VDOT Active Rollover				
<b>FY-24 PL-FHWA/VDOT Total</b>	<b>\$ 258,023</b>	<b>\$ 32,253</b>	<b>\$ 32,253</b>	<b>\$ 322,529</b>
FY-25 FTA/DRPT Funding	\$ 104,959	\$ 13,120	\$ 13,120	\$ 131,199
FY-24 FTA/DRPT Active Rollover				
<b>FY-25 FTA/DRPT Total</b>	<b>\$ 104,959</b>	<b>\$ 13,120</b>	<b>\$ 13,120</b>	<b>\$ 131,199</b>
<b>PL-FHWA/VDOT + FTA/DRPT Total</b>	<b>\$ 362,982</b>	<b>\$ 45,373</b>	<b>\$ 45,373</b>	<b>\$ 453,728</b>
<b>VDOT SPR</b>	<b>\$ 136,000</b>	<b>\$ 34,000</b>	<b>\$ -</b>	<b>\$ 170,000</b>
<b>Total FY25 Work Program</b>	<b>\$ 498,982</b>	<b>\$ 79,373</b>	<b>\$ 45,373</b>	<b>\$ 623,728</b>

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# Funding

## FY25 Work Program: Funding by Task

PL-FHWA/VDOT Section 5303 and FHWA/VDOT Funding Breakdown			
FY25			
	FHWA/VDOT - PL	FTA/DRPT	Total
<b>Task 1: Administration</b>	<b>\$ 62,500</b>	<b>\$ 21,500</b>	<b>\$ 84,000</b>
Reporting and Compliance with Regulations	\$ 14,000	\$ 8,000	\$ 22,000
Staffing Committees	\$ 24,000	\$ 8,000	\$ 32,000
Information Sharing	\$ 24,500	\$ 5,500	\$ 30,000
<b>Task 2: Long Range Transportation Planning</b>	<b>\$ 192,029</b>	<b>\$ 72,799</b>	<b>\$ 264,828</b>
Comprehensive Safety Action Plan	\$ 50,000		\$ 50,000
Travel Demand Management Study	\$ 60,000	\$ 15,000	\$ 75,000
Regional Transit Authority		\$ 54,799	\$ 54,799
Travel Demand Model Update	\$ 10,000		\$ 10,000
Pedestrian Navigation of Innovative Intersections	\$ 20,000		\$ 20,000
On-call Services/Contingency	\$ 52,029	\$ 3,000	\$ 55,029
<b>Task 3: Short Range Transportation Planning</b>	<b>\$ 68,000</b>	<b>\$ 36,900</b>	<b>\$ 104,900</b>
TIP Maintenance	\$ 5,000	\$ 2,000	\$ 7,000
SMART SCALE & Grant Support	\$ 35,500	\$ 10,400	\$ 45,900
RTP, TDM, and Bike/Ped Support	\$ 8,500	\$ 8,500	\$ 17,000
Performance Targets	\$ 2,000	\$ 1,000	\$ 3,000
Regional Transit & Rail Planning	\$ -	\$ 5,000	\$ 5,000
CTAC/Public Outreach/Title VI	\$ 17,000	\$ 10,000	\$ 27,000
<b>TOTAL</b>	<b>\$ 322,529</b>	<b>\$ 131,199</b>	<b>\$ 453,728</b>

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# Activities – Task 1 - Administration

190 - Administration		191 - Administration	
<b>Task 1a: Reporting and Compliance</b>			
190	\$14,000	FY25/FY26 UPWP	
		Progress Reports/Invoices	
		Funding Agreements	
		Legal, accounting, audit for contracts	
<b>Task 1b: Staffing Committees</b>			
190	\$ 24,000.00	Staffing Committees	
		MPO Policy Board, Tech, RTP	
		Maintain membership	
		Public notice/meetings	
		Website updates	
<b>Task 1c: Information Sharing</b>			
190	\$ 24,500.00	Technical data, maps for planning partners	
		Local Planning Commissions	
		City Council/BOS mtgs	
		PDC/MPO Policy Board communication	
		Cville/Alb/UVA coordination/LUEPC	
		VAMPO, AMPO	
		Joint Policy Board w/ SAWMPO	
		Social Media/Website	
	<b>\$62,500.00</b>		
<b>Task 1a: Reporting and Compliance</b>			
191	\$ 8,000.00	FY25/FY26 UPWP	
		Progress Reports/Invoices	
		Funding Agreements	
		Legal, accounting, audit for contracts	
<b>Task 1b: Staffing Committees</b>			
191	\$ 8,000.00	Staffing Committees	
		MPO Policy Board, Tech, RTP	
		Maintain membership	
		Public notice/meetings	
		Website updates	
<b>Task 1c: Information Sharing</b>			
191	\$ 5,500.00	Technical data, maps for planning partners	
		Local Planning Commissions	
		City Council/BOS mtgs	
		PDC/MPO Policy Board communication	
		Cville/Alb/UVA coordination/LUEPC	
		VAMPO, AMPO	
		Joint Policy Board w/ SAWMPO	
		Social Media/Website	
	<b>\$21,500.00</b>		

\*See Draft FY25 UPWP for description of all activities

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# Activities – Task 2 – Long Range Planning

195 - Long-Range Planning		196 - Long-Range Planning	
<b>Task 2a: Comprehensive Safety Action Plan</b>			
195	\$ 50,000.00		
		Analysis of data	
		Coordination of Stakeholder Group	
		Public Engagement	
		Priorities Strategies	
		Support project/application development	
		Template for ongoing monitoring/reporting	
<b>Task 2b: Travel Demand Management Study</b>			
195	\$ 60,000.00		
		Synthesis of existing studies	
		Data analysis on trip origin/destination	
		Determination of primary traffic generators	
		Regional TDM for future growth	
		Park and Ride demand need	
		Needed transit improvement	
<b>Task 2c: Regional Transit Authority</b>			
195	\$ -		
<b>Task 2d: Travel Demand Model</b>			
195	\$ 10,000.00		
		Coordinate meetings	
		Collection of Data	
		Feedback from local govts on growth projections	
<b>Task 2e: Pedestrian Navigation of Innovative Intersections</b>			
195	\$ 20,000.00	Resource Guid Development	
<b>Task 2f: On-Call Services/Contingencies</b>			
195	\$ 52,029.00	On Call Consultant Program	
		Contingencies	
	<b>\$192,029.00</b>		
<b>Task 2a: Comprehensive Safety Action Plan</b>			
196	\$ -		
		Analysis of data	
		Coordination of Stakeholder Group	
		Public Engagement	
		Priorities Strategies	
		Support project/application development	
		Template for ongoing monitoring/reporting	
<b>Task 2b: Travel Demand Management Study</b>			
196	\$ 15,000.00		
		Synthesis of existing studies	
		Data analysis on trip origin/destination	
		Determination of primary traffic generators	
		Regional TDM for future growth	
		Park and Ride demand need	
		Needed transit improvement	
<b>Task 2c: Regional Transit Authority</b>			
196	\$ 54,799.00		
<b>Task 2d: Travel Demand Model</b>			
196	\$ -		
		Coordinate meetings	
		Collection of Data	
		Feedback from local govts on growth projections	
<b>Task 2e: Pedestrian Navigation of Innovative Intersections</b>			
196	\$ -	Resource Guid Development	
<b>Task 2f: On-Call Services/Contingencies</b>			
196	\$ 3,000.00	On Call Consultant Program	
		Contingencies	
	<b>\$ 72,799.00</b>		

\*See Draft FY25 UPWP for description of all activities

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## Activities – Task 3 – Short Range Planning

198 - Short-Range Planning	
<b>Task 3a: Transportation Improvement Program (TIP)</b>	
198 \$	5,000.00 Annual Obligation Report TIP Amendment/Adjustments Monitor Tip, Comply with Regulations
<b>Task 3b: Smart Scale &amp; Grant Planning and Support</b>	
198 \$	35,500.00 Smart Scale Updates Review performance of Round 6 Communicate sharing of ED, and relevant info to localities Attend OPIP and MPO meetings
<b>Task 2c: TDM, RTP, Travel Demand Management, Transit/Bike/Ped Support</b>	
198 \$	8,500.00 Carpooling, Alternative Modes Transit Coordination, improve communication between providers Bike/Ped Coordination - UVA/City/County
<b>Task 2d: Performance Targets</b>	
198 \$	2,000.00 Prep Perf Targets for MPO committees Documentation to notify state of adoption Update TIP when Perf Targets are adopted
<b>Task 2e: Regional Transit and Rail Planning</b>	
198 \$	- Participate in statewide efforts to expand transit/rail Submit planning/implementation grant application for transit rail
<b>Task 2f: CTAC, Public Participation, Title VI</b>	
198 \$	17,000.00 CTAC Committee Engage Public Review Title VI, Environmental Justice Plan, Public Participation Plan Review Website for accessibility Historically underserved Adequate public notice, media
\$68,000.00	

199 - Short-Range Planning	
<b>Task 3a: Transportation Improvement Program (TIP)</b>	
199 \$	2,000.00 Annual Obligation Report TIP Amendment/Adjustments Monitor Tip, Comply with Regulations
<b>Task 3b: Smart Scale &amp; Grant Planning and Support</b>	
199 \$	10,400.00 Smart Scale Updates Review performance of Round 6 Communicate sharing of ED, and relevant info to localities Attend OPIP and MPO meetings
<b>Task 3c: TDM, RTP, Travel Demand Management, Transit/Bike/Ped Support</b>	
199 \$	8,500.00 Carpooling, Alternative Modes Transit Coordination, improve communication between providers Bike/Ped Coordination - UVA/City/County
<b>Task 3d: Performance Targets</b>	
199 \$	1,000.00 Prep Perf Targets for MPO committees Documentation to notify state of adoption Update TIP when Perf Targets are adopted
<b>Task 3e: Regional Transit and Rail Planning</b>	
199 \$	5,000.00 Participate in statewide efforts to expand transit/rail Submit planning/implementation grant application for transit rail
<b>Task 3f: CTAC, Public Participation, Title VI</b>	
199 \$	10,000.00 CTAC Committee Engage Public Review Title VI, Environmental Justice Plan, Public Participation Plan Review Website for accessibility Historically underserved Adequate public notice, media
\$36,900.00	

\*See Draft FY25 UPWP for description of all activities

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## FY25 UPWP Next Steps

- Draft of UPWP activities was presented to MPO Policy Board in February 2024 Meeting to seek direction
- Draft of UPWP to be presented to MPO Tech, CTAC, and MPO Policy Board in March 2024 meetings
- Final Draft of UPWP to be delivered to MPO Tech and CTAC in April 2024 meetings seeking 'recommendation to Policy Board'
- Final Draft of UPWP delivered to MPO Policy Board in April 2024 meeting for consideration/approval

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