

**FARMINGTON METROPOLITAN PLANNING ORGANIZATION  
(FMPO)**

Aztec • Bloomfield • Farmington • Kirtland • San Juan County

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**FEDERAL FISCAL YEARS 2023-2024  
UNIFIED PLANNING WORK PROGRAM**

**October 1, 2022 through September 30, 2024**



Approved by Policy Committee: \_\_\_\_\_

**Farmington MPO Membership and Staff**

**Farmington MPO Policy Committee**

City of Aztec	Kenneth George	Commissioner
City of Bloomfield	Tony Herrera	Councilor
City of Farmington	Sean Sharer	Councilor
	Jeanine Bingham-Kelly	Councilor
	Julie Baird	Assistant City Manager
Town of Kirtland	Mark Duncan	Mayor
San Juan County	John T. Beckstead	Commissioner
	Glojean Todacheene	Commissioner
NMDOT	Paul Brasher, PE	District Engineer

**Farmington MPO Technical Committee**

City of Aztec	Steven Saavedra
City of Bloomfield	Jason Thomas

City of Farmington	Beth Escobar
	Virginia King
Town of Kirtland	Dan Flack
San Juan County	Lisa Hale-BlueEyes
	Nick Porell
Red Apple Transit	Andrew Montoya
NMDOT	Javier Martinez, PE

**Federal and State Representatives**

Federal Highway Administration	Rodolfo Monge-Oviedo	Planning Management Leader
New Mexico Department of Transportation (NMDOT)	John Neunuebel	FMPO Planning Liaison
NMDOT	Paul Brasher, PE	District Engineer

**Northwest Regional Transportation Planning Organization**

Robert Kuipers	RTPO Program Manager Northwest NM Council of Governments
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**MPO Staff**

Peter Koeppel	MPO Officer
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**Special Thanks for Providing Data or Comments:**

Federal Highway Administration – New Mexico Division  
 Federal Transit Administration Region VI  
 NMDOT Multimodal Planning and Programs Bureau  
 NMDOT District 5

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Farmington Metropolitan Planning Organization fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. For more information or to obtain a Title VI Complaint Form, please contact the City of Farmington Title VI Coordinator (Tom Swenk) at (505) 599-1133-tel. (505) 599-8419-fax, by email to [tswenk@fmtn.org](mailto:tswenk@fmtn.org).

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## **I. INTRODUCTION**

This Unified Planning Work Program (UPWP) is a mechanism for listing and organizing the Farmington Metropolitan Planning Organization's transportation planning activities that will be undertaken during the time period covered. This document was developed in accordance with the Fixing America's Surface Transportation (FAST) Act that was signed into law by President Obama on December 4, 2015, federal regulation, Statutory citation: FAST Act § 1201; 23 U.S.C. 134 and builds upon previous Federal Transportation bills such as MAP-21.

### **A. FMPO General Overview**

The Farmington Metropolitan Planning Organization (FMPO or MPO) is a regional planning organization that develops policies and makes decisions about transportation planning in the northeast corner of San Juan County, New Mexico. It is a forum for the communities in the area, including the cities of Aztec, Bloomfield, Farmington, and Kirtland and areas of San Juan County, to address common regional transportation issues.

FMPO's fiscal agent is the City of Farmington

### **B. Transportation Planning**

Federal law requires that every metropolitan area with a population over 50,000 have a designated Metropolitan Planning Organization to qualify for receipt of federal highway and transit funds.<sup>1</sup> FMPO employees provide planning, coordination, and administrative support to the FMPO Policy Committee which is the MPO's policy-making body, as well as the FMPO Technical Committee, and other groups formed to provide technical assistance and community input on transportation planning efforts. Work tasks and responsibilities with respect to transportation planning for the MPO are detailed in this document, the Unified Planning Work Program. Refer to Appendix B for a map of the FMPO Planning Area.

### **C. Governance and Committees**

The FMPO is governed by its Policy Committee which is composed of elected/appointed officials from the City of Aztec, the City of Bloomfield, the City of Farmington, the Town of Kirtland, and San Juan County. Membership, officers and voting procedures are in accordance with the Bylaws adopted by the Policy Committee. The Technical Committee and other groups formed as needed provide the Policy Committee with guidance on matters related to project planning, funding, bicycle and pedestrian issues, complete streets, freight, roadway access management, and other specific matters related to transportation planning.

### **D. Unified Planning Work Program Requirements**

A Unified Planning Work Program (UPWP) must be developed by each MPO in cooperation with the state and public transportation operators<sup>2</sup> which identifies the work of the MPO over a one or two year period. The development of the UPWP is the joint responsibility of the MPO, State DOT, other state departments, public transportation operators and other planning and implementation agencies. The UPWP must identify work by major activity and task including those that address the planning factors in 23 CFR 450.306(a) which are listed in section G, below. Other requirements include a discussion of planning priorities facing the metropolitan planning area. This UPWP meets all federal requirements and covers a two-year period.

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<sup>1</sup> 23 USC 134(d).

<sup>2</sup> 23 CFR 450.308(c)

The UPWP developed by an MPO must include:

- A description of the work to be accomplished;
- Who shall perform the work for an activity/task;
- A schedule for completing the activity/task;
- Resulting products of the activity /task;
- Proposed funding by activity/task;
- A summary of the total amounts and sources of federal and matching funds<sup>3</sup>;
- Identification of any incomplete work elements/activities carried over from previous fiscal years;
- A summary of the work program that shows federal share by type of fund, matching rate by type of fund, state and/or local matching share and other state or local funds; and,
- Estimated costs and staff hours for each task.
- The FMPO will assume 2,080 work hours per staff per Federal Fiscal year (6,240 hours total for 3.0 FTEs). Hourly and biweekly rates of pay for most Federal civilian employees are computed as required by 5 U.S.C. 5504(b).

THE 2045 Metropolitan Transportation Plan (MTP) was adopted in September 2020. The 2023-2024 UPWP will focus on strategies and activities to implement the 2045 update. The MPO, working in partnership with the New Mexico Department of Transportation (NMDOT), will accomplish its tasks in accordance with federal government regulations and review by the Federal Highway Administration and the Federal Transit Administration.

#### **E. UPWP Development Process and Opportunities for Public Input**

The MPO staff develops the work program and budget for the next upcoming period in accordance with the following schedule. (Exact dates may vary by a few days.)

May 1 <sup>st</sup> Even Years	1 <sup>st</sup> Draft of UPWP to NMDOT Multimodal Planning and Programs Bureau (MPPB).
May 1 <sup>st</sup> Even Years	Proposed UPWP is posted online for Public Review and Comment. Begin 30-day public comment period.
May Even Years	Presentations on proposed UPWP to be made to both committees, opportunities for public comment at meetings.
May 31 <sup>st</sup> Even Years	MPO & NMDOT MPPB meeting on Draft UPWP
June 1 <sup>st</sup> - June 15 <sup>th</sup>	MPO staff revise proposed UPWP if necessary
June Even Years	Technical Committee reviews and makes recommendation regarding Draft UPWP; opportunity for public comment at meeting. Policy Committee votes on Approving UPWP; opportunity for public comment at meeting
July 1 <sup>st</sup> Even Years	MPO submits approved UPWP to NMDOT MPPB
Aug 1 <sup>st</sup> Even Years	NMDOT MPPB submits UPWP to FHWA-NM Division and FTA-Region VI for Review
Sept 1 <sup>st</sup> Even Years	FHWA-NM Division & FTA-Region VI comments on UPWPs to NMDOT MPPB
Sept 8 <sup>th</sup> Even Years	NMDOT MPPB submits final UPWPs (with changes, if any) to FHWA-NM Division and FTA-Region VI
Oct 1 <sup>st</sup> Even Years	Effective Date of UPWP at Beginning of Federal Fiscal Year

<sup>3</sup> 23 CFR 450.308(c)

The public may participate in the development of the UPWP in a few ways. The first is to attend Policy and Technical Committee meetings which are regularly scheduled and are open to the public. To learn more about these meetings, please contact Peter Koeppel at (505) 599-1449 or email at pkoeppe@fmtn.org. The public can also review the draft document during the 30-day public comment period. During this time, an electronic copy of the UPWP will be posted on the FMPO website at [www.farmingtonmpo.org](http://www.farmingtonmpo.org). Additionally, information in the *FMPO Public Participation Plan* can also be found on the website. (It is noted that formal amendments to the UPWP only require a 15-day public comment period.)

Amendments to the UPWP are required periodically to accommodate new tasks, award of funding grants and changes in work priorities. Amendments are scheduled, if needed, on a quarterly basis with the approved UPWP amendment submitted to NMDOT MPPB on the last day of each Federal Fiscal Year Quarter (December 31, March 31, June 30 & September 30). Opportunities for public comment on UPWP amendments are available at any Policy or Technical Committee meeting at which the item will be discussed. Agendas for these meetings are posted online at [farmingtonmpo.org](http://farmingtonmpo.org).

## **F. Funding Sources for Transportation Planning Activities**

Regional transportation planning efforts in the area are financed primarily through federal funds. (FHWA Section 112 funds, FHWA State Planning and Research (SPR) grant funds, FTA Section 5303 funds.) Funds from local jurisdictions provide the required matching funds to receive the federal funds. Local funds also provide additional funds for transportation planning purposes. Occasionally, state funds or grants are used for general transportation planning. Special federal planning grants for specific programs are also utilized when the MPO is awarded these types of funds.

## **G. Metropolitan Planning- Infrastructure Investment and Jobs Act (IIJA)**

The current transportation bill, the Infrastructure Investment and Jobs Act (IIJA), continues the Metropolitan Planning program. The Program establishes a cooperative, continuous, and comprehensive framework for making transportation investment decisions in metropolitan areas. Program oversight is a joint Federal Highway Administration/Federal Transit Administration responsibility. Program features include the following:

- Support for intercity bus and commuter vanpools
- Selection of MPO officials
- Consultation with other planning officials
- Scope of planning process - The IIJA expands the scope of consideration of the Metropolitan Planning process to better coordinate transportation planning and housing by:
  - Updating the policy to include, as items in the national interest, encouraging and promoting the safe and efficient management, operation, and development of surface transportation systems that will better connecting housing and employment;
  - Adding officials responsible for housing as officials with whom the Secretary shall encourage each MPO to consult;
  - Requiring the metropolitan transportation planning process for a metropolitan planning area to provide for consideration of projects and strategies that will

promote consistency between transportation improvements and State and local housing patterns (in addition to planned growth and economic development patterns);

- Adding assumed distribution of population and housing to a list of recommended components to be included in optional scenarios developed for consideration as part of development of the metropolitan transportation plan; and
- Adding affordable housing organizations to a list of stakeholders MPOs are required to provide a reasonable opportunity to comment on the metropolitan transportation plan;
- Encouraging the use of technology to encourage public participation in the planning process.
  -
- Capital investment and other strategies
- Resilience and environmental mitigation activities
- Transportation and Transit enhancement activities- The IIJA continues to require a metropolitan transportation plan to include transportation and transit enhancement activities. When proposing these activities, the plan must include:
  - Consideration of the role that intercity buses may play in reducing congestion, pollution, and energy consumption in a cost-effective manner; and,
  - Strategies and investments that preserve and enhance intercity bus systems (including those that are privately owned and operated.
- Participation by interested parties in the planning process.
- The IIJA is set to expire at the end of FFY 2026.

## **H. Planning Priorities for the Metropolitan Planning Area**

The FMPO places high priority on implementing the vision of its 2045 Metropolitan Transportation Plan “for a safe, efficient and reliable multi-modal transportation system that meets the needs of residents and visitors in the region.” The MPO entities, Committees and staff work together with the public, NMDOT and other agencies to maintain the existing transportation system and to guide future system development to meet needs identified within the region. The 2045 Metropolitan Transportation Plan, adopted in September 2020, will continue to emphasize the MPOs commitment to the development of a safe, comprehensive, and multimodal transportation system.



## II. WORK PROGRAM TASKS

The MPO's work program tasks are described in this section and are organized as shown below. Funding sources for all tasks are included in Appendix A.

<b>Task 1- Program Administration and Management</b>			
1.1	Program Support and Administration	1.6	Staff Training and Professional Development
1.2	UPWP and Quarterly & Annual Reporting	1.7	Committee Member Training
1.3	Title VI Plan and Monitoring (includes Environmental Justice)	1.8	Joint Powers Agreement
1.4	Public Participation	1.9	State and Federal Coordination
1.5	Website and Other Communications		
<b>Task 2- Transportation Improvement Program (TIP)</b>			
2.1	TIP Development	2.3	Annual Project Listing and Obligation Report
2.2	TIP Management		
<b>Task 3 - General Development and Data Collection/Analysis</b>			
3.1	Traffic Counting and Reporting	3.5	Data Collection and Reporting Activities
3.2	Travel Demand Model Maintenance	3.6	Planning Consultation & Local Transportation Planning Assistance
3.3	Software Upgrades		
3.4	GIS Data Development & Maintenance		
<b>Task 4 - Transportation Planning</b>			
4.1	Metropolitan Transportation Plan (MTP)	4.4	Transit System Studies
4.2	Safety Analysis and Planning	4.5	Planning Support
4.3	Bike and Pedestrian Planning/ Complete Streets	4.6	Access Management Plan
<b>Task 5 - Special Studies and Activities</b>			
5.1	Public Health Activities	5.3	Travel and Tourism
5.2	Stormwater Management	5.4	Regional Models of Cooperation
5.5	Housing Coordination		

## Task 1 - Program Administration and Management

This consists of activities necessary for the administration, management, and operation of the MPO. This includes basic overhead, administrative costs, UPWP development, budget and financial management, annual and quarterly reports, general public participation, and public information.

Estimated Cost for Task 1 (includes all subtasks):

FFY 2023 = \$144,025

FFY 2024 = \$144,025

Task 1 Program Admin & Mgmt.	Estimated Staff Hours	Estimated Avg. Staff Rate	Estimated Staff Cost	Estimated Consultant Cost	Estimated Other Costs	Estimated Task Cost
FFY 2023	2,500	\$37.61	\$94,025	\$0	\$50,000	\$144,025
FFY 2024	2,500	\$37.61	\$94,025	\$0	\$50,000	\$144,025

See budget notes in Appendix A

### 1.1 Program Support and Administration

This task encompasses general administration and oversight of the MPO. Included in this task are: staff meetings, day-to-day MPO activities, preparing for, posting, and holding Policy and Technical Committee meetings, and other similar administrative activities. This includes monitoring MPO progress in meeting scheduled deadlines in various state and federal policies, procedures and regulations.

Responsibilities: MPO staff and other agencies as necessary

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products:

- Administrative oversight and procedures
- Preparation of meeting agendas, staff memos
- Preparation of meeting minutes and records archiving
- Staff meetings
- Administrative duties
- Day-to-day MPO activities

### 1.2 UPWP - Unified Planning Work Program and Quarterly & Annual Reporting

Monitor and revise, if necessary, the current UPWP. Develop the following UPWP for the next fiscal period(s). Prepare quarterly reports on the progress of main tasks and an annual report at the end of each Federal Fiscal Year.

Responsibilities: MPO staff and other agencies as necessary, including member entities, Red Apple Transit, and NMDOT.

Source of Funds: FHWA, FTA, Local Funds for Match

Reimbursement Invoices are generally due the 25<sup>th</sup> day of the month following each FFY quarter.

Main Products and Schedule by Month

PRODUCT	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)									FFY 2024 (Oct 1, 2023 - Sept 30, 2024)													
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08
Quarterly Reports	X			X			X			X			X			X			X			X	
Annual Perf. & Expense Rpt.		X											X										
1 <sup>st</sup> Draft UPWP (FY 2023-24)																D	P	X					
Approve New UPWP																					X		
Amend. UPWP (if needed)			X			X			X		P	X		X		X			X			X	

Key: X=due; P=in progress; D=done

**1.3 Title VI Plan and Monitoring (includes Environmental Justice)**

Title VI states that no person shall, on the grounds of race, color, or national origin, be excluded from participation in, denied benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. The MPO will ensure that the input and feedback from all people will be considered in the development of MPO planning documents and activities. Information will be available by request in languages other than English which are commonly used within the area. To comply with Title VI, the MPO approved a Title VI Plan on August 27, 2020, with an effective date of October 1, 2020.

Responsibilities: MPO staff and other agencies as necessary.

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

PRODUCT	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)									FFY 2024 (Oct 1, 2023 - Sept 30, 2024)													
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08
Public Outreach						P	P	P	P	P	P												
Data Collection and Mapping				P	P	P	P																
Rev Title VI Plan/Quad Rev							P	P	P	P	P	X											
Environ Justice Project Review Assistance	<b>This assistance occurs on an as needed basis.</b>																						
Resolution of Complaints	<b>This task occurs if and when a complaint is filed.</b>																						

Key: X=due; P=in progress; D=done

**1.4 Public Participation**

The Farmington MPO will actively involve the public in all relevant projects, activities, and public meetings pursuant to the New Mexico Open Meetings Act and in accordance with the adopted MPO Public Participation Plan. (For the cost associated with public participation work done on the MTP or other plans, see that subtask.)

- Maintain a Master MPO Mailing and Contact List
- Prepare, post, and distribute an MPO Newsletter digitally, when appropriate.

- Prepare and advertise public notices for meetings, action items, and public comment periods in the newspaper, on-line/through social media, and government offices.
  - Engage the public throughout the development of all plans, including the Metropolitan Transportation Plan (MTP) update
  - Consult with interested stakeholders and advisors shown in the Public Participation Plan (PPP) when developing MPO policies, plans, and documents
  - Implement the use of social media as a means of engaging the public
  - Distribute Public Service Announcements (PSAs)
- Follow guidance of the 2019 PPP throughout the planning process.

Responsibilities: MPO staff and other agencies as necessary.

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

PRODUCT	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)									FFY 2024 (Oct 1, 2023 - Sept 30, 2024)														
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
MPO Quarterly Newsletter				X											X									
Maintain a Master MPO Mailing and Contact List			X						X					X		D					X			
Prepare and advertise public notices for meetings, action items, and public comment periods	<b>This is an ongoing activity.</b>																							

Key: X=due; P=in progress; D=done

### 1.5 Website and Other Communications

The MPO maintains and updates a website to provide general information about itself and its planning work (including required documents, maps, and performance targets), posts public notices, advertises on-going development of plans and projects, and solicits for public input. Maintenance and upgrades are necessary as technology and visual preferences change. Staff will work with vendors on an as-needed basis.

Responsibilities: MPO Staff

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

PRODUCT	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)									FFY 2024 (Oct 1, 2023 - Sept 30, 2024)													
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08
Website Maint & Update	<b>This is an ongoing activity.</b>																						

Key: X=due; P=in progress; D=done

### 1.6 Staff Training and Professional Development

Staff will attend meetings designed to enhance technical/professional skills and to promote coordination among the Farmington MPO, member entities, surrounding regional

transportation planning organizations (RTPOs), Navajo Nation and other tribal governments, and State and Federal Highway Administrations.

Attendance is dependent upon review of conference course/session offerings, conference costs, travel costs, conference location, employee work schedules and work load, etc. and may be subject to change. Other workshops and conferences may be attended by staff depending on funding availability and course offerings.

Responsibilities: MPO staff.

Source of Funds: FHWA, FTA, Local Funds for Match, Local Non-Matching Funds

Representative Conferences, Training and Workshops:

- Legal training offered by New Mexico Municipal League, including the NM Open Meetings Act, IPRA, NM Governmental Conduct Act
- Statewide Trainings and Meetings (e.g. RTPO, NMAPA, NMDOT)
- MPO Quarterly Meetings
- Association of Metropolitan Planning Organizations (AMPO) Conference
- APA State and National Conferences
- VISUM, ESRI and Other Software Training Course
- Webinars hosted by APA, ITE, NHI and other transportation organizations

Main Products and Schedule by Month

	FFY 2023 (Oct 1, 2022- Sept 30, 2023)									FFY 2024 (Oct 1, 2023 - Sept 30, 2024)														
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
MPO Quarterly Mtgs			X			X			X			X			X			D			X			X
Other Conferences/Training	The schedule is dependent upon course offerings and staff work load.																							

Key: X=due; P=in progress; D=done

### 1.7 Committee Member Training

Committee member training and workshops are to educate policy board members and possibly other committee members as to their roles and responsibilities regarding the transportation planning process, major policies and policy issues and the Planning Procedures Manual (PPM).

Responsibilities: MPO staff and other agencies as needed.

Source of Funds: FHWA, FTA, Local Funds for Match, Local Non-Matching Funds

Main Products and Schedule by Month

	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)									FFY 2024 (Oct 1, 2023 - Sept 30, 2024)														
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Committee member training	As needed																							

Key: X=due; P=in progress; D=done

### 1.8 Joint Powers Agreement

The current JPA became effective October 1, 2020 after approval by member governments on June 25, 2020, It is renewed automatically each year, subject to the appropriation of funds.

Revisions to committee bylaws are typically processed on an “as needed” basis.

Responsibilities: MPO staff, member entities.

Source of Funds: FHWA, FTA, Local Funds for Match, Local Non-Matching Funds

Main Products and Schedule by Month

PRODUCT	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)									FFY 2024 (Oct 1, 2023 - Sept 30, 2024)													
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08
JPA Amendment Adoption	<b>This activity occurs on an as needed basis.</b>																						
Committee Bylaws Amendment Adoption	<b>This activity occurs on an as needed basis.</b>																						

Key: X=due; P=in progress; D=done

### 1.9 State and Federal Coordination

Staff will promote coordination among the Farmington MPO, other NM MPOs and RTPOs, and State and Federal Transportation agencies, including the development/adoption of FHWA-required Performance Measures and Performance – Based Planning and Programming requirements.

Responsibilities: MPO staff, member entities, NMDOT, other agencies.

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

PRODUCT	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)									FFY 2024 (Oct 1, 2023 - Sept 30, 2024)														
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Meetings, coop w/ NMDOT & other agencies	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
MPO Quarterly Meetings			X			X			X			X			X			X			X			X
Development, Adoption of Performance Measures					X				X								X				X			

Key: X=due; P=in progress; D=done

## Task 2 – Transportation Improvement Program (TIP)

This task covers the development, monitoring, and management of the Transportation Improvement Program (TIP) which implements transportation projects through federal, state, and local funding programs. The TIP spans a period of six years with the first four years constituting the federal TIP and the 5<sup>th</sup> and 6<sup>th</sup> year serving as informational or planning years. The TIP must comply with the requirements of 23 CFR 450.324, including being fiscally constrained.

Estimated Cost for Task 2 (includes all subtasks):  
 FFY 2023 = \$15,044  
 FFY 2024 = \$15,044

Task 2 TIP Activities	Estimated Staff Hours	Estimated Avg. Staff Rate	Estimated Staff Cost	Estimated Consultant Cost	Estimated Other Costs	Estimated Task Cost
FFY 2023	400	\$37.61	\$15,044	\$0	\$0	\$15,044
FFY 2024	400	\$37.61	\$15,044	\$0	\$0	\$15,044

See budget notes in Appendix A

### 2.1 TIP Development

Develop and adopt a fiscally constrained list of projects meeting the requirements of 23 CFR 450.324 and contributing to the achievement of adopted performance targets, which are to be funded with federal transportation funds, state and/or local funds.

Responsibilities: MPO Staff, member entities, NMDOT and Red Apple Transit.

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

PRODUCT	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)									FFY 2024 (Oct 1, 2023 - Sept 30, 2024)														
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Develop TIP Priorities				X			X			X														
FFY 2024-2029 TIP Development						P	P	P	P	X														
1 <sup>st</sup> Draft FFY 2024-2029 TIP										X														
Post/Advertise FFY 2024-2029 TIP for Public Review										X														
Adopt FFY 2024-2029 TIP											X													

Key: X=due; P=in progress; D=done

### 2.2 TIP Management

Monitor the progress of projects in the TIP, ensuring they continue to meet all requirements, including fiscal constraints. Revise the TIP to accommodate increased or decreased funding, to delay or advance projects as progress monitoring dictates.

Revisions fall into two categories: TIP Administrative Modifications which are minor revisions and TIP Amendments, which require approval by the Policy Committee after the required public input period and a recommendation by the Technical Committee. The MPO is responsible for the MPO's TIP database and the quality assurance/quality control of all TIP amendments and TIP files, which are submitted to the NMDOT STIP Unit. TIP Projects are also reviewed with the Technical Committee and updated on a monthly basis. The MPO also is responsible for ensuring that Intelligent Transportation System projects are added to the TIP as funding becomes available through State and local sources.

**Responsibilities:** MPO staff manages the TIP and processes TIP Administrative Modifications signed by the MPO Officer. TIP Amendments are processed upon recommendation/approval by the local entities, NMDOT, and Red Apple Transit. MPO Staff submits amendments, certifications to NMDOT via the eSTIP Program.

**Source of Funds:** FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

PRODUCT	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)												FFY 2024 (Oct 1, 2023 - Sept 30, 2024)											
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Updates on Existing TIP Projects	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	
TIP Modifications	X				X			X			X		X				X		X				X	
Call for amendments			X			X			X			X			X			X			X		X	
TC consider TIP Amendment(s)	X				X			X			X		X				X			X			X	
PC adopt TIP Amendment(s)	X				X			X			X		X				X			X			X	
Add ITS Projects to TIP	As needed												As needed											

Key: X=due; P=in progress; D=done

### 2.3 Annual Project Listing and Obligation Report

In accordance with 23 CFR 450.332 the MPO shall prepare an annual report (no later than 90 days following the end of the program year on September 30<sup>th</sup>) on the status of projects in that program year's TIP and the status of the obligation of the funds programmed in that year.

**Responsibilities:** MPO Staff, local entities, NMDOT and Red Apple Transit.

**Source of Funds:** FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

PRODUCT	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)												FFY 2024 (Oct 1, 2023 - Sept 30, 2024)											
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
1 <sup>st</sup> Draft Annual Project Listing		X												X										
Final Annual Project Listing			X												X									

Key: X=due; P=in progress; D=done

## Task 3 - General Development and Data Collection/Analysis

This consists of general planning activities, data collection, socioeconomic projections, mapping services, traffic forecasting, development review, and local assistance.

Estimated Cost for Task 3 (includes all subtasks):

FFY 2023 = \$86,415

FFY 2024 = \$86,415



Task 3 Gen Dev Data Collection/Anal ysis	Estimated Staff Hours	Estimated Avg. Staff Rate	Estimated Staff Cost	Estimated Consultant Cost	Estimated Other Costs	Estimated Task Cost
FFY 2023	1500	\$37.61	\$56,415	\$0	\$30,000	\$86,415
FFY 2024	1500	\$37.61	\$56,415	\$0	\$30,000	\$86,415

See budget notes in Appendix A

### 3.1 Traffic Counting and Reporting

NMDOT annually collects and processes traffic data for routine monitoring of the transportation network. Counts are collected on major roads in the FMPO region (Aztec, Bloomfield, Farmington, Kirtland, and San Juan County) All counts are reviewed to confirm they meet the Highway Performance Monitoring System standards of FHWA and the NMDOT State Traffic Monitoring Standards.

Counts may include speed, directional volume data, and vehicle classification. Data is archived and logged into the traffic counts database and shared with local agencies for use in transportation planning activities and may be used by the MPO in analyzing system performance. NMDOT has transitioned to the use of Transportation Data Management Software whereby the data will be uploaded onto a web-based system. All reports and analyses are made available to member agencies and the general public. Counts can be viewed via an online interactive map on the MPO website.

Responsibilities: MPO staff, NMDOT, MPO entities, and other agencies as necessary.

Source of Funds: FHWA, Local Funds for Match

Main Products and Schedule by Month

PRODUCT	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)									FFY 2024 (Oct 1, 2023 - Sept 30, 2024)														
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Retrieve Traffic Count Data from NMDOT											X	X											X	X
Maintain Online Traffic Counts Map	As needed																							

Key: X=due; P=in progress; D=done

### 3.2 Travel Demand Model Maintenance

The MPO currently uses VISUM as its travel demand modeling program. Model runs are conducted upon request by various agencies and for development of the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP).. FMPO has a traffic software checkout policy allowing FMPO entities and other public agencies to check out the updated software.

Responsibilities: MPO staff and other agencies as necessary

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

PRODUCT	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)									FFY 2024 (Oct 1, 2023 - Sept 30, 2024)													
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08
Data Collection Activities	As needed.																						



Main Products and Schedule by Month

PRODUCT	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)									FFY 2024 (Oct 1, 2023 - Sept 30, 2024)													
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08
Demographic & socioeconomic data	Ongoing as needed.									Ongoing as needed.													
Bike/Pedestrian Counts	As needed.									As needed.													
Crash Data Reporting	X												X										

Key: X=due; P=in progress; D=done

**3.6 Planning Consultation and Local Transportation Planning Assistance**

The MPO will review the work of local agencies in the development of the transportation element of their comprehensive plans and other planning documents, as requested. The MPO will assist member local agencies, and NMDOT with reviews of development plans of regional significance and with traffic forecasts as requested. Plans will be reviewed for consistency with the MTP, TIP, and other pertinent planning documents and plans

MPO staff will assist local agencies with grant applications where possible, as well as progressing capital improvement projects funded in the TIP through the project development process, certification process, and the process for the obligation of funds.

This subtask also includes routine, cooperative planning efforts with NMDOT, FHWA, FTA, other federal agencies, tribal governments, municipalities, Red Apple Transit, natural resource agencies, and other similar agencies.

Responsibilities: MPO staff and other agencies as necessary.

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

PRODUCT	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)									FFY 2024 (Oct 1, 2023 - Sept 30, 2024)													
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08
Transp. Element In Plans	As requested and as MPO resources allow.																						
Capital Project Assistance	As requested and as initiated by the TIP coordinator.																						
Development Reviews	Ongoing as needed.																						
Traffic Count Inquiries	As requested.																						

Key: X=due; P=in progress; D=done

**Task 4 - Transportation Planning**

This may include the development, writing and monitoring of the long-range Metropolitan Transportation Plan (MTP), travel forecasting, coordinating with the state's long-range transportation plan and other studies. It also includes Intelligent Transportation Systems (ITS) planning, safety analyses, and other short to medium range planning activities.

Estimated Cost for Task 4 (includes all subtasks):  
 FFY 2023 = \$81,415  
 FFY 2024 = \$81,415

Task 4 Trans. Planning	Estimated Staff Hours	Estimated Ave. Staff Rate	Estimated Staff Cost	Estimated Consultant Cost	Estimated Other Costs	Estimated Task Cost
FFY 2023	1500	\$37.61	\$56,415	\$25,000	\$	\$81,415
FFY 2024	1500	\$37.61	\$56,415	\$25,000	\$	\$81,415

See budget notes in Appendix A

#### 4.1 Metropolitan Transportation Plan (MTP)

The Metropolitan Transportation Plan (MTP) forms the basis for all transportation planning and projects within the metropolitan planning area. The MTP covers all modes of transportation that may serve the current and future needs of the region. The plan conforms to federal regulations as set forth in 23 CFR 450.

As required by the FAST Act, the MTP needs to be updated every five years and may be amended, as necessary. The FMPO adopted the 2045 Metropolitan Transportation Plan in September 2020.

Staff will work to implement the goals, projects, and performance targets identified in the plan, as well as present the document to any interested stakeholders and the general public.

Responsibilities: MPO staff serves as the lead.

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)									FFY 2024 (Oct 1, 2023 - Sept 30, 2024)														
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Cont. Public Participation Process	This is an ongoing activity.																							
MTP Amendments	As needed.																							

Key: X=due; P=in progress; D=done

#### 4.2 Safety Analysis and Planning

In accordance with 23 CFR 490, the MPOs are required to adopt safety performance targets annually no later than the end of February. MPOs have the option of adopting the state of New Mexico's safety targets, or setting their own.

Responsibilities: MPO staff, member entities, consultant(s).

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

	FFY 2023 (Oct 1, 2020 - Sept 30, 2023)									FFY 2024 (Oct 1, 2023 - Sept 30, 2024)														
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09



PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Funding for Red Apple Studies	As funding allows and as needed.												As funding allows and as needed.											
Development of Surveys	As needed.												As needed.											

Key: X=due; P=in progress; D=done

#### 4.5 Planning Support

The FMPO is available to provide technical support and undertake planning studies (including scenario planning) to assist member entities in coordinating land use and transportation. Support could include, but is not limited to, how transportation relates to the built environment by, for example, analyzing density, zoning, environmental constraints, utilities, infrastructure, and travel demand. There are funds budgeted for consulting services to assist in providing this support to member governments.

Responsibilities: MPO, member entities, regional transit providers, possible consultants, and NMDOT.

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)												FFY 2024 (Oct 1, 2023 - Sept 30, 2024)											
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Technical training	As needed.												As needed.											
Data Collection	As needed.												As needed.											
Scenario development	As requested.												As requested.											

Key: X=due; P=in progress; D=done

#### 4.6 Access Management Plan

The MPO will review the AMP in FFY2023 with the Technical Committee to determine if an update is needed.

Responsibilities: MPO staff, member entities, with consultation by NMDOT.

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)												FFY 2024 (Oct 1, 2023 - Sept 30, 2024)											
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Review/Update the AMP	As needed.												As needed.											

Key: X=due; P=in progress; D=done

### Task 5 - Special Studies and Activities

This task covers transportation planning activities that do not fall under the categories above. These are plans and projects which are important to the entities and the MPO and address the transportation planning needs of the communities within the MPO.

Estimated Cost for Task 5 (includes all subtasks):  
 FFY 2023 = \$12,787  
 FFY 2024 = \$12,787

Task 5 Special Studies & Activities	Estimated Staff Hours	Estimated Ave. Staff Rate	Estimated Staff Cost	Estimated Consultant Cost	Estimated Other Costs	Estimated Task Cost
FFY 2023	340	\$37.61	\$12,787	\$0	\$0	\$12,787
FFY 2024	340	\$37.61	\$12,787	\$0	\$0	\$12,787

See budget notes in Appendix A

### 5.1 Public Health Planning and Collaboration

Integrate a public health component into transportation planning. Emphasize the benefits of using alternative modes of travel and personal active transportation to reduce the growing incidents of chronic disease.

#### Staff Activities:

- Develop partnerships and alliances with Public and Community Health agency staff and advocates in furthering active transportation initiatives
- Coordinate events and promotional activities that encourage walking, cycling and transit
- Identify and review existing studies, data and information relevant to the public health and to the FMPO planning area that may support active transportation. Work with public health agencies to develop strategies that promote active transportation

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

PRODUCT	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)									FFY 2024 (Oct 1, 2023 - Sept 30, 2024)													
	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08
Public Health Partnership Development	<b>Ongoing.</b>																						
Event Coordination	<b>As needed.</b>																						
Studies, Forums and Strategies	<b>As needed.</b>																						

Key: X=due; P=in progress; D=done

### 5.2 Stormwater Management

Support and encourage the integration of storm-water management principles and best practices into street design standards to reduce (or mitigate) the pollutant impacts of both pervious and impervious transportation surfaces. It is acknowledged that the member entities are dealing with this issue daily and it is ultimately their responsibility to meet federal requirements. However, the MPO will provide support, resources, and expertise where possible, in particular when stormwater may impact federal-aid roadways.

#### Staff Activities:

- Host webinars and meetings for member entities to learn and discuss best practices
- Support educational opportunities and the sharing of knowledge

- Work with member entities, regional governments, and NMDOT on implementation of policies and best-practices

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)									FFY 2024 (Oct 1, 2023 - Sept 30, 2024)														
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Staff education	Ongoing																							
Education/outreach	Ongoing																							

Key: X=due; P=in progress; D=done

### 5.3 Travel and Tourism

Integrate transportation planning and tourism activities to foster economic development and resiliency.

Staff Activities:

- Provide support and promote tourism in the region
- Work with member entities and local agencies, business chambers, economic development boards to extend resources and skills
- Coordinate with regional entities outside of the MPO on transportation projects that provide connectivity and infill gaps
- Work with member entities, the Convention and Visitors Bureau, the Outdoor Recreation Industry Initiative (O.R.I.I), and other area GIS resources to develop and publish an online regional bicycle and pedestrian map that can be downloaded to apps on smartphones. Data and analysis for this can be drawn from the 2019 bicycle/pedestrian plan as well as the relevant section of the 2045 MTP.

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)									FFY 2024 (Oct 1, 2023 - Sept 30, 2024)														
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Staff education	Ongoing																							
Development of online bike & ped map	P	P	P	P	P	P	P	P	X															
Coordinate w/ regional governments and tourism boards	Ongoing																							

Key: X=due; P=in progress; D=done

### 5.4 Regional Models of Cooperation

Ensure a regional approach to transportation planning by promoting cooperation and coordination across Transit Agencies, MPO and State boundaries to improve the effectiveness of transportation decision-making as it relates to project delivery, congestion management, safety, freight, livability and commerce across boundaries. Where applicable, partner with NMDOT and RTPOs to conduct transportation planning in nonmetropolitan areas.



Staff Activities:

- Attend planning meetings, coordinate presentations and planning activities and best practices
- Coordinate long-range transportation projects, such as identifying regional trail opportunities, transit gaps, and other multi-modal projects

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)									FFY 2024 (Oct 1, 2023 - Sept 30, 2024)														
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09
Staff meetings, presentations	Ongoing																							
Coordinate long-range projects and plans	Ongoing																							

Key: X=due; P=in progress; D=done

**5.5 Housing Coordination**

**Encourage and promote the safe and efficient management, operation, and development of surface transportation systems that will better connect housing and employment**

**Staff Activities:**

- **Attend planning meetings, coordinate presentations and planning activities and best practices**
  - **Consult with local officials responsible for housing as part of the planning process**
- **Promote consistency between transportation improvements and local housing patterns, as well as planned growth and economic development patterns**
- **Add assumed distribution of population and housing to a list of recommended components to be included in optional scenarios developed for consideration as part of development of the metropolitan transportation plan**
- **Provide affordable housing organizations a reasonable opportunity to comment on the metropolitan transportation plan**

Source of Funds: FHWA, FTA, Local Funds for Match

Main Products and Schedule by Month

	FFY 2023 (Oct 1, 2022 - Sept 30, 2023)									FFY 2024 (Oct 1, 2023 - Sept 30, 2024)														
PRODUCT	10	11	12	01	02	03	04	05	06	07	08	09	10	11	12	01	02	03	04	05	06	07	08	09

Staff meetings, presentations	Ongoing
Coordinate long-range projects and plans	Ongoing

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## Appendices

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## Appendix A – Budget Summary – Financial Resources Available

Fund Source	Estimated FFY2023 Budget	Actual FFY2023 Budget Spent	FFY2022 Carry Over Amount	FFY2021 Carry Over Amount	Fund Source	Estimated FFY2024 Budget	Actual FFY2024 Budget Spent	FFY2023 Carry Over Amount	FFY2022 Carry Over Amount
FHWA PL - Federal Share	\$230,251.00				FHWA PL - Federal Share	\$230,251.00			
FHWA PL - Required Match	\$39,237.00				FHWA PL - Required Match	\$39,237.00			
<b>FHWA PL - Total</b>	<b>\$269,488.00</b>				<b>FHWA PL - Total</b>	<b>\$269,488.00</b>			
FTA 5303 - Federal Share	59,509.00				FTA 5303 - Federal Share	\$ 59,509.00			
FTA 5303 - Required Match	14,877.25				FTA 5303 - Required Match	\$ 14,877.25			
<b>FTA 5303 - Total</b>	<b>74,386.25</b>				<b>FTA 5303 - Total</b>	<b>\$ 74,386.25</b>			
<b>Total MPO Budget</b>	<b>\$ 343,874.25</b>				<b>Total MPO Budget</b>	<b>\$ 343,874.25</b>			
<b>Local Match PL (Planning)*</b>					<b>Local Match PL (Planning)*</b>				
Aztec (7%)	\$ 2,746.59				Aztec (7%)	\$ 2,746.59			
Bloomfield (8%)	\$ 3,138.96				Bloomfield (8%)	\$ 3,138.96			
Farmington (48%)	\$ 18,833.76				Farmington (48%)	\$ 18,833.76			
Kirtland (1%)	\$ 392.37				Kirtland (1%)	\$ 392.37			
SJ County (36%)	\$ 14,125.32				SJ County (36%)	\$ 14,125.32			
<b>Local Match Total PL Planning *</b>	<b>\$ 39,237.00</b>				<b>Local Match Total PL Planning *</b>	<b>\$ 39,237.00</b>			
<b>Local Match 5303 (Transit)*</b>					<b>Local Match 5303 (Transit)*</b>				
Aztec (7%)	\$ 1,041.41				Aztec (7%)	\$ 1,041.41			
Bloomfield (8%)	\$ 1,190.18				Bloomfield (8%)	\$ 1,190.18			
Farmington (48%)	\$ 7,141.08				Farmington (48%)	\$ 7,141.08			
Kirtland (1%)	\$ 148.77				Kirtland (1%)	\$ 148.77			
SJ County (36%)	\$ 5,355.81				SJ County (36%)	\$ 5,355.81			
<b>Local Match Total 5303 (Transit)*</b>	<b>\$ 14,877.25</b>				<b>Local Match Total 5303 (Transit)*</b>	<b>\$ 14,877.25</b>			
<b>Total Local Match Planning + Transit*</b>					<b>Total Local Match Planning + Transit*</b>				
Aztec (7%)	\$ 3,788.00				Aztec (7%)	\$ 3,788.00			
Bloomfield (8%)	\$ 4,329.14				Bloomfield (8%)	\$ 4,329.14			
Farmington (48%)	\$ 25,974.84				Farmington (48%)	\$ 25,974.84			
Kirtland (1%)	\$ 541.14				Kirtland (1%)	\$ 541.14			
SJ County (36%)	\$ 19,481.13				SJ County (36%)	\$ 19,481.13			
<b>Local Match Total</b>	<b>\$ 54,114.25</b>				<b>Local Match Total</b>	<b>\$ 54,114.25</b>			

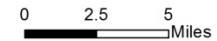
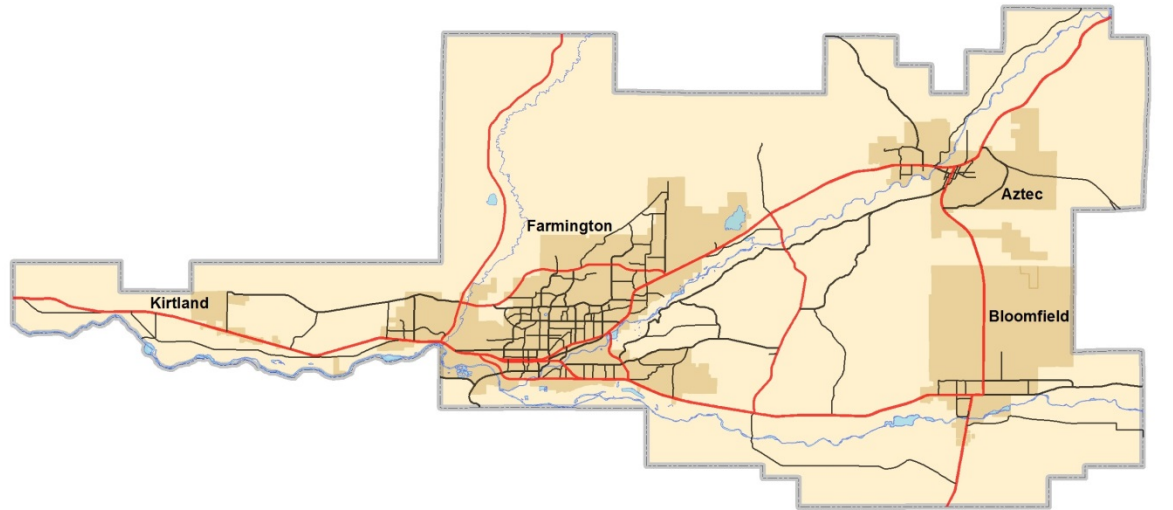
**Appendix A – Budget Summary – Proposed Expenditures and Total Funds**

<b>FFY2023</b>	<b>Estimated Task Costs</b>	<b>Estimated Total MPO Funds</b>
Task 1 Program Admin & Management	\$144,025	
Task 2 Transportation Improvement Program	\$15,044	
Task 3 Gen Dev. Data Collection/Analysis	\$86,415	
Task 4 Transportation Planning	\$81,415	
Task 5 Special Studies & Activities	\$12,787	
<b>Total</b>	<b>\$339,686</b>	<b>\$343,874</b>
<b>FFY2024</b>	<b>Estimated Task Costs</b>	<b>Estimated Total MPO Funds</b>
Task 1 Program Admin & Management	\$144,025	
Task 2 Transportation Improvement Program	\$15,044	
Task 3 Gen Dev. Data Collection/Analysis	\$86,415	
Task 4 Transportation Planning	\$81,415	
Task 5 Special Studies & Activities	\$12,787	
<b>Total</b>	<b>\$339,686</b>	<b>\$343,874</b>

Budget Notes

Estimated Avg. Staff Rate represents an estimate of hourly wages and benefits for the MPO Officer and two Associate Planner positions for FFY2023 and FFY 2024.

## Farmington Metropolitan Planning Organization



### Appendix C - Consultant and Vendor Services Summary

Subtask	Consultant/ Vendor	Est. Total Cost	Description	Notes
1.1 Program Support and Administration	varies	\$50,000 (\$25,000 /year)	Office overhead, vehicle, fuel, software, telephone, postage, etc.	FFY2023 & FFY2024
1.4 Public Participation	varies	\$10,000 (\$5,000 /year)	Advertising, legal notices	FFY2023 & FFY2024
1.6 Staff Training and Professional Development	varies	\$40,000 (\$20,000/ year)	Registration, membership dues, travel, etc.	FFY2023 & FFY2024
3.2 Traffic Model Maintenance, Data Visualization and Mapping Services	varies	\$60,000 (\$30,000/y ear)	The MPO seeks to improve its ability to model traffic and display transportation data	FFY2023 & FFY2024
4. Transportation Planning	Varies	\$50,000 (\$25,000/y ear)	Special transportation studies, as necessary	FFY 2023 & FFY2024

**Appendix D – UPWP Adoption Resolution**

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**Appendix E – Expenditure Reports (Quarters 1-4 and End of Year)**

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**Appendix F – UPWP Amendment Summaries, Adopted Resolutions**

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