

	Complete
1A. App. A - There should be a disclaimer; see example in appendix A.	
1B. App A - There should be a resolution; see example in appendix A. Minimum – State the organization (MPO) under a Whereas and what they are doing under “Therefore...”	
1C. The Infrastructure Investment and Jobs Act should be referenced instead of the FAST Act or MAP-21 as appropriate	
2. Definition of the UPWP.	
3. There should be something describing their organization.	
4. Describe Public Involvement Process.	
5. App B - Make sure all planning factors a.k.a., scope of planning process, are listed. See Appendix B for a list of the planning factors.	
6. App. C - UPWP needs to include the Planning Emphasis Areas in Appendix C.	
7. There should be livability indicators included.	
8. App D. - There should be a section on Performance Measures. Similar to Appendix D.	
9. Check the membership listing; if there is a Local Transportation representative on the MPO and TCC, it should be Bradley B. Lindsey, P.E. and Robert B. Dees, P.E., respectively. Verify that the correct Region Engineer is listed. FHWA should be represented by Mark Bartlett, P.E. FTA should be represented by Rhonda King, whose title is Program Analyst, except for Gadsden and Birmingham, who are represented by Yvetho Merisme (Program Analyst) and Nicole Spivey (Community Planner), respectively.	
10. At least one air quality task is required.	
11. There should be tasks assigned for safety, freight and transit. This is required by the FAST ACT.	
12. ADA Transition plans should be incorporated into a task. The MPOs will have to develop their own ADA Transition Plan.	
13. Corridor studies need to be listed as a separate task if they are paid for with PL funds.	
14. Under the equipment section list any items over \$1,500.00; listing these items in the UPWP will alleviate the need to ask special permission from ALDOT or FHWA, provided the item is purchased within 20% of the amount listed within the UPWP.	
15. App. E - The tasking should have the sections described in page 2 of Appendix E	
16. Most of the tasks will have a timeline of Oct. 1 – Sept. 30. Some of the tasks need to have a specific date. The task for the COOP Plan needs to have a specific date.	
17. App F. - The MPO’S will include the language contained in appendix B in the following tasks: safety, freight, transit and operations (if there is a task for operations).	
18. SPR funds do not need to be listed.	
19. The column header for PL funds in the summary table must indicate FHWA and FTA.	
20. Consultant funding needs to be listed in its own column.	
21. Make sure the funding table and the tasks listed match each other.	
22. Make sure the amount of funding shown matches what ALDOT gave the MPO. There should be two letters for FY-2023.	
23. A map is not required, but if it exists, all maps should have sourcing information, i.e., somewhere on the map it should say “source MPO”, or some other reference.	
24. App. G - See appendix G for language that is required in the UPWP concerning current or planned studies.	

XXXXXXX Area Metropolitan
Planning Organization (MPO)

Draft

Unified Planning Work Program (UPWP)

Fiscal Year 2020

Example

This UPWP was prepared as a cooperative effort of the U.S. Department of Transportation (USDOT), the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Alabama Department of Transportation (ALDOT), and local governments, in partial fulfillment of requirements in Title 23 USC 134 and 135, amended by the FAST-Act, Sections 1201 and 1202, December 2015. The contents of this document do not necessarily reflect the official views or policies of the U.S. Department of Transportation.

Infrastructure
Investment
and Jobs Act

11201, November 2021

RESOLUTION 19 - 28

XXXXXX Area Metropolitan Planning Organization
Adopting the 2020 Draft Unified Planning Work Program

WHEREAS, the XXXXXX Area Metropolitan Planning Organization (MPO) is the organization designated by the Governor of the State of Alabama as being responsible, together with the State of Alabama, for implementing the applicable provisions of 23 USC 134 and 135 (amended by FAST-Act Sections 1201 and 1202, December 2015); 42 USC 2000d-1, 7401; 23 CFR 450 and 500; 40 CFR 51 and 93; and **Infrastructure Investment and Jobs Act, November 2021**

WHEREAS, the U.S. Department of Transportation (USDOT) requires all urbanized areas, as established by the U.S. Bureau of the Census, and doing area-wide urban transportation planning, to submit a Unified Planning Work Program (UPWP) as a condition for meeting the provisions of Title 23, USC, Section 134 and 135; and

WHEREAS, consistent with the declaration of these provisions, the staff of the Metropolitan Planning Organization (MPO) in cooperation with the Alabama Department of Transportation (ALDOT), has prepared a Draft FY 2020 Unified Planning Work Program (UPWP); and

WHEREAS, pursuant to its duties, functions, and responsibilities, the XXXXXX Area Metropolitan Planning Organization (MPO), in session this day of June 6, 2019, did review and evaluate the aforementioned Draft FY 2020 Unified Planning Work Program (UPWP), summarized on the attached pages; now

THEREFORE, BE IT RESOLVED by the XXXX Area Metropolitan Planning Organization (MPO) does hereby adopt the Draft FY 2020 Unified Planning Work Program (UPWP).

Adopted this the 6th day of June, 2019

Chairman, Metropolitan Planning Organization

ATTEST:

Example

Director of Transportation Planning, XXXXXX Area MPO

(h) SCOPE OF PLANNING PROCESS

(1) IN GENERAL.—The metropolitan planning process for a metropolitan planning area under this section shall provide for consideration of projects and strategies that will—

(A)

support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;

(B)

increase the safety of the transportation system for motorized and nonmotorized users;

(C)

increase the security of the transportation system for motorized and nonmotorized users;

(D)

increase the accessibility and mobility of people and for freight;

(E)

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, housing, and economic development patterns;

(F)

enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;

(G)

promote efficient system management and operation;

(H)

emphasize the preservation of the existing transportation system;

(I)

improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and

(J)

enhance travel and tourism.



U.S. Department
of Transportation
**Federal Highway
Administration**

Office of the Administrator

1200 New Jersey Ave., SE
Washington, D.C. 20590

Federal Transit
Administration

December 30, 2021

Attention: FHWA Division Administrators
FTA Regional Administrators

Subject: 2021 Planning Emphasis Areas for use in the development of Metropolitan and Statewide Planning and Research Work programs.

With continued focus on transportation planning the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) Offices of Planning are jointly issuing updated Planning Emphasis Areas (PEAs). The PEAs are areas that FHWA and FTA field offices should emphasize when meeting with the metropolitan planning organizations, State departments of transportation, Public Transportation Agencies, and Federal Land Management Agency counterparts to identify and develop tasks associated with the Unified Planning Work Program and the Statewide Planning and Research Program. We recognize the variability of work program development and update cycles, so we encourage field offices to incorporate these PEAs as programs are updated.

Please note that this letter is intended only to provide clarity regarding existing requirements. It is not binding and does not have the force and effect of law. All relevant statutes and regulations still apply.

Sincerely,

A handwritten signature in blue ink, appearing to read "Nuria Fernandez".

Nuria Fernandez
Administrator
Federal Transit Administration

A handwritten signature in blue ink, appearing to read "Stephanie Pollack".

Stephanie Pollack
Deputy Administrator
Federal Highway Administration

Enclosure

2021 Planning Emphasis Areas:

Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future

Federal Highway Administration (FHWA) divisions and Federal Transit Administration (FTA) regional offices should work with State departments of transportation (State DOT), metropolitan planning organizations (MPO), and providers of public transportation to ensure that our transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, and net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change. Field offices should encourage State DOTs and MPOs to use the transportation planning process to accelerate the transition toward electric and other alternative fueled vehicles, plan for a sustainable infrastructure system that works for all users, and undertake actions to prepare for and adapt to the impacts of climate change. Appropriate Unified Planning Work Program work tasks could include identifying the barriers to and opportunities for deployment of fueling and charging infrastructure; evaluating opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips and increasing access to public transportation, shift to lower emission modes of transportation ; and identifying transportation system vulnerabilities to climate change impacts and evaluating potential solutions. We encourage you to visit FHWA’s [Sustainable Transportation](#) or FTA’s [Transit and Sustainability](#) Webpages for more information.

(See [EO 14008](#) on “Tackling the Climate Crisis at Home and Abroad,” [EO 13990](#) on “Protecting Public Health and the Environment and Restoring Science to Tackle the Climate Crisis.” [EO 14030](#) on “Climate-Related Financial Risk,” See also [FHWA Order 5520](#) “Transportation System Preparedness and Resilience to Extreme Weather Events,” FTA’s “[Hazard Mitigation Cost Effectiveness Tool](#),” FTA’s “[Emergency Relief Manual](#),” and “[TCRP Document 70: Improving the Resilience of Transit Systems Threatened by Natural Disasters](#)”)

Equity and Justice⁴⁰ in Transportation Planning

FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to advance racial equity and support for underserved and disadvantaged communities. This will help ensure public involvement in the planning process and that plans and strategies reflect various perspectives, concerns, and priorities from impacted areas. We encourage the use of strategies that: (1) improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities; (2) plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management; (3) reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors; (4) offer reduced public transportation fares as appropriate; (5) target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services; and (6) consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations.

[Executive Order 13985](#) (*Advancing Racial Equity and Support for Underserved Communities*) defines the term “equity” as the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian

Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality. The term “underserved communities” refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the preceding definition of “equity.” In addition, [Executive Order 14008](#) and [M-21-28](#) provides a whole-of-government approach to advancing environmental justice by stating that 40 percent of Federal investments flow to disadvantaged communities. FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to review current and new metropolitan transportation plans to advance Federal investments to disadvantaged communities.

To accomplish both initiatives, our joint planning processes should support State and MPO goals for economic opportunity in disadvantaged communities that have been historically marginalized and overburdened by pollution and underinvestment in housing, transportation, water and wastewater infrastructure, recreation, and health care.

Complete Streets

FHWA Division and FTA regional offices should work with State DOTs, MPOs and providers of public transportation to review current policies, rules, and procedures to determine their impact on safety for all road users. This effort should work to include provisions for safety in future transportation infrastructure, particularly those outside automobiles.

A complete street is safe, and feels safe, for everyone using the street. FHWA and FTA seek to help Federal aid recipients plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists. The goal is to provide an equitable and safe transportation network for travelers of all ages and abilities, including those from marginalized communities facing historic disinvestment. This vision is not achieved through a one-size-fits-all solution – each complete street is unique and developed to best serve its community context and its primary role in the network.

Per the National Highway Traffic Safety Administration’s 2019 data, 62 percent of the motor vehicle crashes that resulted in pedestrian fatalities took place on arterials. Arterials tend to be designed for vehicle movement rather than mobility for non-motorized users and often lack convenient and safe crossing opportunities. They can function as barriers to a safe travel network for road users outside of vehicles.

To be considered complete, these roads should include safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities on an interval necessary for accessing destinations. A safe and complete network for bicycles can also be achieved through a safe and comfortable bicycle facility located on the roadway, adjacent to the road, or on a nearby parallel corridor. Jurisdictions will be encouraged to prioritize safety improvements and speed management on arterials that are essential to creating complete travel networks for those without access to single-occupancy vehicles.

Public Involvement

Early, effective, and continuous public involvement brings diverse viewpoints into the decisionmaking process. FHWA Division and FTA regional offices should encourage MPOs, State DOTs, and providers of public transportation to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices. The use of VPI broadens the reach of information to the public and makes participation more convenient and affordable to greater numbers of people. Virtual tools provide increased transparency and access to transportation planning activities and decisionmaking processes. Many virtual tools also provide information in visual and interactive formats that enhance public and stakeholder understanding of proposed plans, programs, and projects. Increasing participation earlier in the process can reduce project delays and lower staff time and costs. More information on VPI is available [here](#).

Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination

FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities. According to the Declaration of Policy in 23 U.S.C. 101(b)(1), it is in the national interest to accelerate construction of the Federal-aid highway system, including the Dwight D. Eisenhower National System of Interstate and Defense Highways, because many of the highways (or portions of the highways) are inadequate to meet the needs of national and civil defense. The DOD's facilities include military bases, ports, and depots. The road networks that provide access and connections to these facilities are essential to national security. The [64,200-mile STRAHNET system](#) consists of public highways that provide access, continuity, and emergency transportation of personnel and equipment in times of peace and war. It includes the entire 48,482 miles of the Dwight D. Eisenhower National System of Interstate and Defense Highways and 14,000 miles of other non-Interstate public highways on the National Highway System. The STRAHNET also contains approximately 1,800 miles of connector routes linking more than 200 military installations and ports to the primary highway system. The DOD's facilities are also often major employers in a region, generating substantial volumes of commuter and freight traffic on the transportation network and around entry points to the military facilities. Stakeholders are encouraged to review the STRAHNET maps and recent Power Project Platform (PPP) [studies](#). These can be a useful resource in the State and MPO areas covered by these route analyses.

Federal Land Management Agency (FLMA) Coordination

FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands. Through joint coordination, the State DOTs, MPOs, Tribal Governments, FLMAs, and local agencies should focus on integration of their transportation planning activities and develop cross-cutting State and MPO long range transportation plans, programs, and corridor studies, as well as the Office of Federal Lands

Highway's developed transportation plans and programs. Agencies should explore opportunities to leverage transportation funding to support access and transportation needs of FLMAs before transportation projects are programmed in the Transportation Improvement Program (TIP) and Statewide Transportation Improvement Program (STIP). Each State must consider the concerns of FLMAs that have jurisdiction over land within the boundaries of the State (23 CFR 450.208(a)(3)). MPOs must appropriately involve FLMAs in the development of the metropolitan transportation plan and the TIP (23 CFR 450.316(d)). Additionally, the Tribal Transportation Program, Federal Lands Transportation Program, and the Federal Lands Access Program TIPs must be included in the STIP, directly or by reference, after FHWA approval in accordance with 23 U.S.C. 201(c) (23 CFR 450.218(e)).

Planning and Environment Linkages (PEL)

FHWA Division and FTA regional offices should encourage State DOTs, MPOs and Public Transportation Agencies to implement PEL as part of the transportation planning and environmental review processes. The use of PEL is a collaborative and integrated approach to transportation decisionmaking that considers environmental, community, and economic goals early in the transportation planning process, and uses the information, analysis, and products developed during planning to inform the environmental review process. PEL leads to interagency relationship building among planning, resource, and regulatory agencies in the early stages of planning to inform and improve project delivery timeframes, including minimizing duplication and creating one cohesive flow of information. This results in transportation programs and projects that serve the community's transportation needs more effectively while avoiding and minimizing the impacts on human and natural resources. More information on PEL is available [here](#).

Data in Transportation Planning

To address the emerging topic areas of data sharing, needs, and analytics, FHWA Division and FTA regional offices should encourage State DOTs, MPOs, and providers of public transportation to incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs. Data sharing principles and data management can be used for a variety of issues, such as freight, bike and pedestrian planning, equity analyses, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety. Developing and advancing data sharing principles allows for efficient use of resources and improved policy and decisionmaking at the State, MPO, regional, and local levels for all parties.

Transportation Performance Management

MAP-21 and the FAST Act created a performance-based surface transportation program with requirements for State Departments of Transportation, Metropolitan Planning Organizations, and transit agencies. Along with DOTs, FHWA has required MPOs to adopt targets or accept the state target for the following categories:

- Serious Injuries per Vehicle Miles Traveled, Fatalities per vehicle miles Traveled, Total Serious Injuries, Total Fatalities, Non-Motorized Fatalities and Serious Injuries;
- Percentage of Pavement on the Interstate in Good Condition, Percentage of Pavement on the Interstate in Poor Condition, Percentage of Pavement on the Non-Interstate NHS in Good Condition, Percentage of Pavement on the NonInterstate NHS in Poor Condition, Percentage of Bridge Decks on the NonInterstate NHS in Good Condition, Percentage of Bridge Decks on the NonInterstate NHS in Poor Condition.
- Percentage of Person-Miles Traveled on the Interstate that are Reliable, Percentage of Person-Miles Traveled on the Non-Interstate NHS that are Reliable, Truck Travel Time Reliability Index, Annual Hours of Peak Excessive Delay Per Capita, Percent of Non-Single Occupancy Vehicle (SOV) Travel, Total Emissions Reduction.

FTA's final rule defined the term "state of good repair" (SGR) and established a minimum Federal requirement for transit asset management. This requirement applies to all recipients and subrecipients who own, operate, or manage public transportation capital assets. Three SGR performance measures include:

- Rolling Stock (Revenue Vehicles): % by type that exceed Useful Life Benchmark (ULB)
- Equipment (over \$50,000): % of non-revenue service vehicles by type that exceed ULB
- Facilities: (FTA Sponsored): % rated less than 3.0 on the TERM scale.

On July 19, 2018, FTA published the Public Transportation Agency Safety Plan (PTASP) Final Rule, which requires certain operators of public transportation systems that receive federal funds under FTA's Urbanized Area Formular Grants to develop safety plans that include the processes and procedures to implement Safety Management Systems (SMS). The PTASP Final Rule requires that all public transportation providers develop safety performance measures. The below measures must be reflected in Metropolitan Transportation Plans and Transportation Improvement Programs updated or amended after July 20, 2021.

- Fatalities and Rate of Fatalities
- Injuries and Rate of Injuries
- Safety Events and Rate of Safety Events
- Mean Distance between Major Mechanical Failures

WORK PROGRAM TASK(S)

23 CFR 450.308 (c)

Each individual task should describe be in the same format and include:

- Task number and title
- Purpose
- Previous work completed
- Responsible agency or agencies
- Proposed funding source(s) - tied into Table 2
- Schedule of milestones or benchmarks/Estimated completion date(s)
- End product(s)
- Regional Planning Task included (not sure; not requiring in Alabama)

Fair, Bryan

From: Fair, Bryan
Sent: Tuesday, July 02, 2019 8:15 AM
To: Moseley, Glenn Scott
Subject: UPWP Perf Meas Lang

07-02-2019

Scott:

The MPOs are required to have this sentence included in these tasks: Safety, Freight, Transit, and Operations. They may or may not have an operations task.

- “The MPO will work and coordinate with the Alabama Department of Transportation (ALDOT) on setting goals, objectives, performance measures, and targets required by the FAST Act.”

Bryan Fair, P.E. – Assistant Planning Engineer

Local Transportation Bureau, ALDOT

O:334-242-6098 M:334-530-0775 (new)

fairb@dot.state.al.us

Table 4 - FY 2022 Other Major Planning Activities

The following table lists major planning activities that will be undertaken during the fiscal year.

Sponsor	Description	Website (If Available)
Alabama Department of Transportation	Future - Alabama Public Involvement Plan	ALDOT Website - https://www.dot.state.al.us/
Alabama Department of Transportation	Future - Public Transportation Agency Safety Plan	ALDOT Website - https://www.dot.state.al.us/
Alabama Department of Transportation	Future - Alabama Rail Plan - Update	ALDOT Website - https://www.dot.state.al.us/
Alabama Department of Transportation	Future - Transportation Asset Management Plan (TAM)	ALDOT Website - https://www.dot.state.al.us/
Alabama Department of Transportation	Statewide Airport System Plan	ALDOT Website - https://www.dot.state.al.us/
Alabama Department of Transportation	Statewide Bicycle and Pedestrian Plan	ALDOT Website - https://www.dot.state.al.us/
Alabama Department of Transportation	Statewide Freight Plan	ALDOT Website - https://www.dot.state.al.us/
Alabama Department of Transportation	Statewide Highway Safety Plan	ALDOT Website - https://www.dot.state.al.us/
Alabama Department of Transportation	Statewide Management Plan	ALDOT Website - https://www.dot.state.al.us/
Alabama Department of Transportation	Alabama Rail Plan	ALDOT Website - https://www.dot.state.al.us/
Alabama Department of Transportation	Statewide Transportation Plan	ALDOT Website - https://www.dot.state.al.us/