

## POLICY COORDINATING COMMITTEE

AUGUST 31, 2016

### FFY 2017 Unified Planning Work Program

#### SUMMARY

##### Overview

Annually, the Great Falls Metropolitan Planning Organization (MPO) prepares a Unified Planning Work Program (UPWP), as required by federal transportation planning requirements. The UPWP outlines the various work activities to be performed by the MPO during the next federal fiscal year, as well as projected staff hours and funding.

As the advisory body to the Policy Coordinating Committee (PCC), the Technical Advisory Committee (TAC) is being asked to review and approve the UPWP, attached to this Report as “Attachment A.”

##### Background

The UPWP outlines planning activities to be conducted during the federal fiscal year by the staff of the MPO which is hosted by the City of Great Falls Planning & Community Development Department. Covering the period from October 1 to September 30, the UPWP includes activities to be conducted primarily by staff members from the Planning & Community Development Department, as well as consulting activities, activities funding by pass-through funds to the Great Falls Transit District and contracted items. A Work Program has been prepared annually for many years, and is a federal requirement of all MPOs.

The Program will use Federal Highway Administration (FHWA) Planning (PL) funds, Federal Transit Administration (FTA) Section 5303 funds, and local/other funds.

Overall, the proposed Work Program is a continuation of current and past year Programs, with three special planning efforts proposed: development of a street standards manual; a north Great Falls sub-area transportation plan; and, an update to the 2014 Long Range Transportation Plan.

Although the major work activities have not been modified significantly, there have been adjustments to staff, including the addition of a new position. Adjustments will likely be made in future Work Programs as further refinements to job duties in the Department occur and as new hirings continue.

Note the UPWP also includes non-transportation planning work, as it is required to be all-inclusive to show the full picture of the various roles the Department plays in planning for the community, and how it balances transportation planning with other efforts.

The Technical Advisory Committee, as the advisory body to the PCC, has approved the UPWP and recommended approval by PCC. The Great Falls Planning Advisory Board will consider the UPWP on August 30. The Federal DOT have not provided comments, but are not anticipated to have any major concerns.

#### RECOMMEND MOTION

**“I move PCC approve the FFY 2017 Unified Planning Work Program inclusive of any minor changes necessary to respond to FHWA/FTA comments.”**

#### **Attachment:**

Federal Fiscal Year (FFY) 2017 Unified Planning Work Program

#### **Requested Action:**

Approve the FFY 2017 Unified Planning Work Program

#### **Prepared By:**

Andrew Finch

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**ATTACHMENT A**

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