

Irene Higgs

From: Jason Bottjen <JBottjen@azdot.gov>
Sent: Tuesday, August 21, 2018 1:23 PM
To: Irene Higgs
Subject: FW: SCMPO FY2019 UPWP Amendment #1

Irene,

Here is the notice of concurrence from FHWA regarding SCMPO FY19 UPWP Amendment #1.

Enjoy your day,

Jason Bottjen

Planning Program Manager
ADOT Multimodal Planning Division
206 S. 17th Avenue, MD310B
Phoenix, AZ 85007
602-712-6166
azdot.gov



From: Stillings, Ed (FHWA) [<mailto:ed.stillings@dot.gov>]
Sent: Tuesday, August 21, 2018 1:21 PM
To: Jason Bottjen
Subject: RE: SCMPO FY2019 UPWP Amendment #1

Jason,

I have reviewed the documents in support of SCMPO FY19 UPWP Amendment #1 and find them acceptable. FHWA offers our concurrence as requested.

Ed

From: Jason Bottjen [<mailto:JBottjen@azdot.gov>]
Sent: Wednesday, August 15, 2018 11:59 AM
To: Stillings, Ed (FHWA) <ed.stillings@dot.gov>
Subject: SCMPO FY2019 UPWP Amendment #1

Ed,

Here is SCMPO's FY19 UPWP Amendment #1; it changes estimated carry-over funds to actuals. ADOT recommends approval of the amendment and asks for FHWA concurrence.

Please let me know if you have any questions and have a great day!

Jason Bottjen

Planning Program Manager
ADOT Multimodal Planning Division
206 S. 17th Avenue, MD310B
Phoenix, AZ 85007
602-712-6166
azdot.gov



From: Irene Higgs [<mailto:iHiggs@scmpo.org>]
Sent: Wednesday, August 15, 2018 11:43 AM
To: Jason Bottjen
Cc: Jason Hafner
Subject: SCMPO FY2019 UPWP Amendment #1

Hi Jason,

Please find attached SCMPO FY2019 UPWP Amendment #1. This amendment was need to adjust carry forward estimates to actuals. Please call if you have any questions.

Thank you,

Irene J. Higgs, Executive Director

*Sun Corridor Metropolitan Planning Organization
211 N Florence Street, Ste 103
Casa Grande, Arizona
ihiggs@scmpo.org
520-705-5143*

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August 15, 2018

Jason Bottjen
 Arizona Department of Transportation
 206 South 17th Ave., 301B
 Phoenix, AZ 85007
 Via: Email

Re: FY2019 Sun Corridor MPO Unified Planning Work Program Amendment #1

Dear Mr. Bottjen:

This amendment encompasses adjustments to the FY19 UPWP Work Elements Budget (Estimated Carry-Forward vs Actual); 8.1 – HSIP SCMPO Safety Plan.

Project changes are summarized below and highlighted in yellow on the attached copy of the Amended UPWP.

Budget Summary Tables: Pg. 13 - 15

Table 1 Match In-Kind Contribution by Community (Pg.13) has been adjusted to reflect the new budget numbers.

Budget Worksheet (Pg. 15) The amount of estimated carry-forward has been adjusted based on final FY18 numbers:

Funding Source	FY18 Estimated Carry Forward	FY18 Actual Carry Forward	Difference
PL	\$40,000.00	\$73,794.98	+\$33,794.98
SPR	\$130,000.00	\$88,761.16	-\$41,238.84
5303/5305d	\$135,000.00	\$162,771.03.00	+\$27,771.03
STBG	\$40,000.00	\$38,702.64	-\$1,297.36
5305 e.	\$80,000.00	\$43,149.01	-\$36,850.99
HSIP*	\$135,000.00	\$137,607.49	+\$2,607.49
5304	\$20,000.00	\$9,196.27	-10,803.73
Non-Federal	\$97,000.00	\$97,717.29	+\$717.29

Table 2 Operating Cost by Element (Pg. 16) has been adjusted to reflect the new budget numbers under each Task.

***Task 8.1 – HSIP – SCMPO Safety Plan Pg. 34**



-
- 8.1 – The FY19 budget included Carry Forward from FY18 HSIP funds in the amount of \$12,593.00 (Contingency). Total amount of funding in the budget to include in carry forward from 2018 - \$12,593.00. The MPO has been notified by FMS that this project has been final vouchered and the remaining funds on the project has been returned to the MPO Ledger for June 2018. The OA will be rolled over the federal fiscal year 2019 and converted to STBG. This has been removed from the MPO UPWP work program and marked as complete. The remaining HSIP funding in the budget is for Task 8.2 – Pinal County STSP.

If you have any questions, please do not hesitate to call me.

Sincerely,

A handwritten signature in blue ink that reads "Irene Higgs".

Irene Higgs, Executive Director
Sun Corridor MPO



Sun Corridor Metropolitan Planning Organization
211 N Florence Street, #103
Casa Grande, AZ 85122
520-705-5143
www.scmpto.org

FISCAL YEAR 2019 UNIFIED PLANNING WORK PROGRAM and BUDGET

For a Comprehensive, Cooperative, and Continuing
Transportation Planning Process

Approved On and By:

SCMPO Executive Board on: May 8, 2018

SCMPO Technical Advisory Committee on: April 26, 2018

Amendment #1 – 08/15/2018

Prepared by the Sun Corridor Metropolitan Planning Organization in cooperation with the cities of Casa Grande, Coolidge and Eloy, Pinal County, Arizona Department of Transportation, the Federal Transit Administration and the Federal Highway Administration:

CFDA FHWA: 20.205
CFDA FTA 5305: 20.505
CFDA FTA 5304: 20.505

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I. INTRODUCTION

Unified Planning Work Program (UPWP):

The UPWP (aka Work Program-WP) guides the transportation planning activities and related tasks of the Sun Corridor MPO staff, and operates within a financially constrained budget on a state fiscal year. The Work Program shall be prepared by the Sun Corridor MPO staff, and approved annually by the Sun Corridor Technical Advisor Committee (TAC) and Executive Board.

The Work Program identifies the planning priorities and activities to be carried out within a metropolitan planning area to include: (23CFR450.104)

- A description of planning work (tasks) and measurable outcomes and products;
- Who will perform the work;
- Timeframes for completing the work;
- Cost of the work; and
- Source(s) of funds.

Description of Sun Corridor MPO area:

As a result of the 2010 United States Census, the City of Casa Grande, Coolidge, Eloy, and surrounding unincorporated areas of Pinal County was designated as Urbanized with a population of over 50,000. It encompasses 1,155 square miles.

The 2010 U.S. Census population of communities within the Sun Corridor MPO:

Community	Population
Eloy	16,631
Arizona City (Unincorporated)	10,475
Coolidge	11,825
Casa Grande	48,571
Pinal County (Unincorporated rural areas)	31,316
TOTAL	118,818

Source: 2010 U.S. Census

Approval and Authorization:

On May 6, 2013, Arizona Governor Jan Brewer sent a formal letter to the Federal Highway Administration requesting establishment of the Sun Corridor Metropolitan Planning Organization. The Sun Corridor MPO was established on this date.

Comprehensive Transportation Planning Activities:

The Sun Corridor MPO will lead the development of the Sun Corridor MPO area Regional Transportation Plan (RTP), the Transportation Improvement Program (TIP), Strategic Transportation Safety Plan, as well as transit planning activities within the region.

The Sun Corridor MPO activities are funded by federal aid funds from the United States Department of Transportation (FHWA, and FTA), the Arizona Department of Transportation, and by member local governments, through fee or in-kind services.

Planning Priorities:

The Sun Corridor MPO Regional Transportation Plan 2040, Creating Connectivity, defines the region's strategy for creating a regional transportation system that accommodates the current mobility needs of residents, while also looking to the future. The RTP presents a recommended investment strategy (RIS) for expenditure of federal funds within the Sun Corridor MPO region.

The RIS priorities were developed based on technical analysis, public and stakeholder input received through stakeholder outreach and Sun Corridor TAC member directives.

The RIS recognizes the publics and stakeholders' priority to maintain existing infrastructure, yet provides sufficient flexibility to modernize and expand the roadway system as needed. The RIS drives the allocation of resources and influences project selection, yet are sufficiently flexible to allow Sun Corridor MPO agencies to accommodate and respond to changing needs and emerging priorities.

The funding allocations defined in the RIS underscore the goals of Sun Corridor MPO agencies to both preserve the current system and to expand travel choices for residents and visitors, while also strategically investing to create/retain jobs.

- 60% Preservation
- 30% Modernization
- 10% Capacity

The impact of the RIS on transportation system performance will be limited because of the realities of diminishing long-range revenues. However, the RIS allocations across categories show the commitment of Sun Corridor member agencies to:

- Preserve the region's major roadways (arterial and collectors).
- Improve mobility and safety through modest expansion as needed to address economic development needs.
- Support economic development by investing in transportation corridors that improve connectivity to employment.
- Increase safety and efficiency via system modernization.

Air Quality Activities:

Both the Sun Corridor MPO and the Maricopa Association of Governments (MAG) include portions of the West Pinal PM-10 Nonattainment Area and West Central Pinal PM-2.5 Nonattainment Area. Both nonattainment areas are covered by the boundaries of both the Sun Corridor MPO and MAG. Consequently, transportation conformity is required to be demonstrated for both nonattainment areas by both agencies.

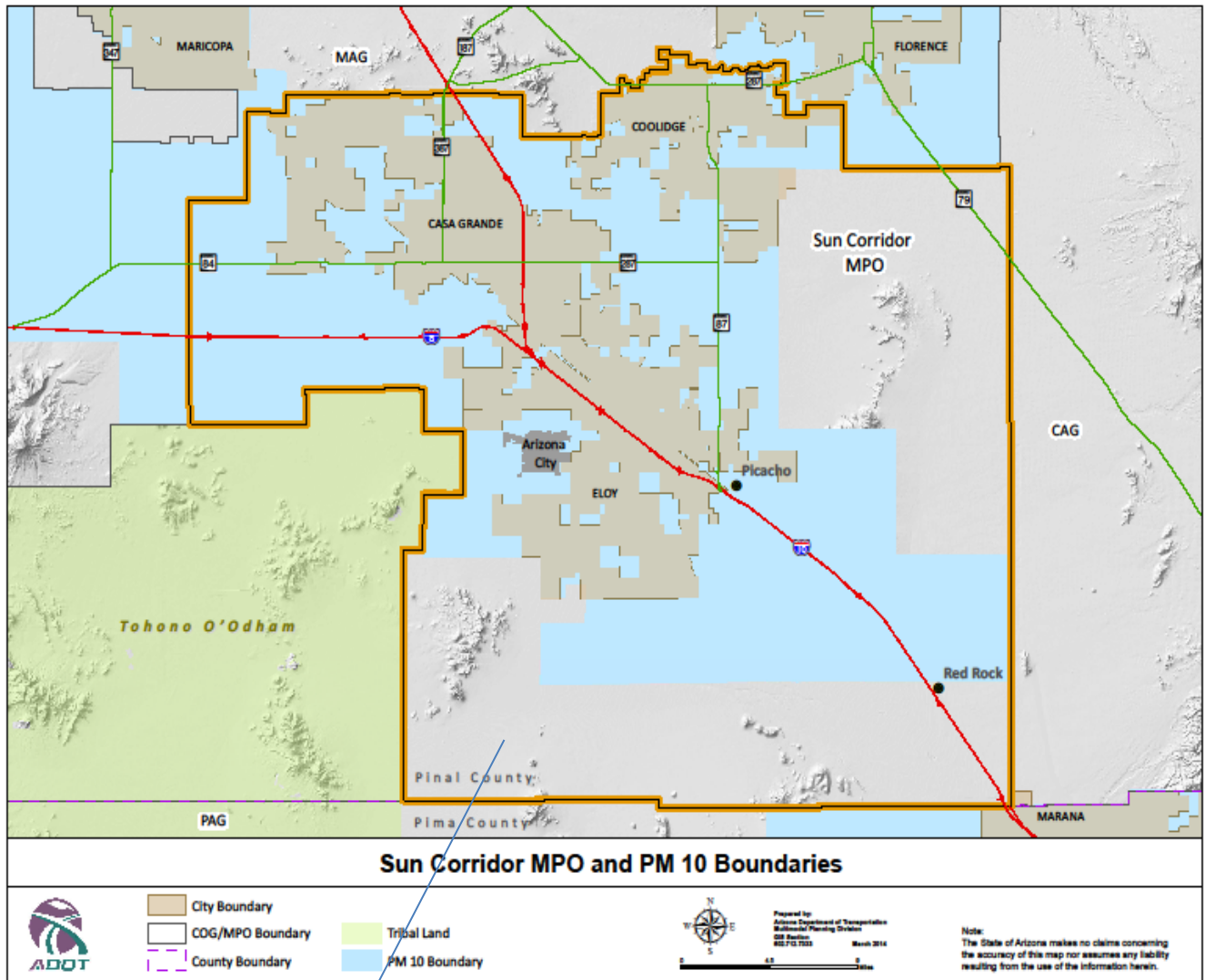
Metropolitan transportation plans, programs and projects in the nonattainment areas must satisfy the requirements of the federal transportation conformity rule. The principal criteria for a determination of conformity are:

- 1) The Transportation Improvement Program (TIP) and Regional Transportation Plan (RTP) must pass an emissions budget test with a budget that has been found to be adequate or approved by EPA for transportation conformity purposes, or interim emissions tests;
- 2) The latest planning assumptions and emission models in force at the time the conformity analysis begins must be employed;
- 3) The TIP and RTP must provide for the timely implementation of transportation control measures (TCM's) specified in the application air quality implementation plans;
- 4) Consultation with MAG, ADOT, FHWA, FTA, ADEQ and members of the Sun Corridor MPO is essential to ensuring projects and projects in the nonattainment areas conform to the rules.
- 5) A Memorandum of Understanding (MOU) was developed to ensure coordination of the transportation planning activities in MAG and the Sun Corridor MPO planning areas in the Pinal County area. The MOU was signed on September 8, 2016.
- 6) The Sun Corridor MPO and MAG will meet quarterly or more often, if deemed appropriate, to develop and maintain a common schedule for Regional Transportation Plan (RTP) and Transportation Improvement Program (TIP) actions that require transportation conformity determinations. Hosting of the coordination meetings will alternate between SCMPO and MAG, with SCMPO

hosting the initial meeting. The MPO hosting the meeting will be responsible for providing a meeting facility, preparing and distributing both agendas and meeting notes.

- 7) The executive directors of SCMPO and MAG, and staff from the Arizona Department of Transportation (ADOT) and the Arizona Department of Environmental Quality (ADEQ) will hold an annual meeting at or about the beginning of the calendar year. The purpose of the annual meeting will be to engage in discussion of mutual interests focused on the development of the Unified Planning Work Programs of MAG and SCMPO.

Hosting of the meeting will alternate between SCMPO and MAG, with SCMPO hosting the initial meeting in 2018. The Party hosting the meeting will be responsible for providing a meeting facility, preparing and distributing agendas, taking meeting notes and distributing them to the other Parties following the meeting.



The Sun Corridor MPO provides multi-modal transportation planning services to the cities of Casa Grande, Coolidge, Eloy, and small urban and rural areas of Pinal County. It covers 1,155 square miles and has an estimated population of 118,818.

II. ORGANIZATION AND MANAGEMENT

1. Staffing Roles and Responsibilities:

The Sun Corridor MPO is staffed with an:

- Executive Director
 - Managing the day to day operations of the MPO
- Transportation Planner/Program Manager
 - Performing transportation planning tasks and activities
- And/or possible half time or volunteer administrative assistant
 - Providing administrative support

In addition, the City of Casa Grande is the fiscal agent for the Sun Corridor MPO, and will provide the following, either for services rendered, or in-kind:

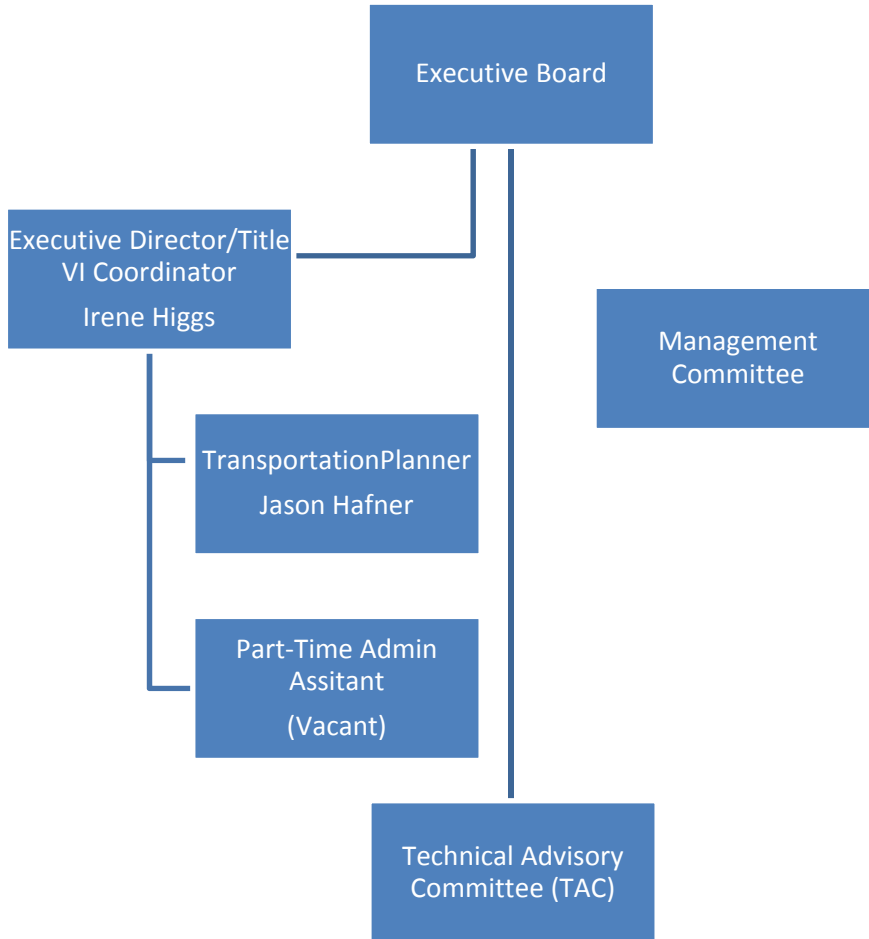
- Financial
 - Purchasing/Procurement
 - Accounting
 - Payroll
 - Accounts Payable
- Human Resources
- IT Services
- Arizona State Retirement
- Other services as needed

2. Committee Structure

Currently the Sun Corridor is comprised of five Executive Board members, made up of four elected officials from the Sun Corridor members, and one member from the ADOT Transportation Board. This board is a policy making body, and must approve all agreements, contracts and projects within the Sun Corridor MPO region.

The Transportation Technical Advisory Committee (TAC) is made up of one voting member from each local government member, and one ADOT representative. This committee recommends to the Executive Board projects to be considered for programming, as well as overall transportation needs for the region.

There is no Management Committee established at this time.



2019

EXECUTIVE BOARD MEMBERS

Mayor Craig McFarland , Chair City of Casa Grande	Mayor Jon Thompson , Vice Chair City of Coolidge
Mayor Joel Belloc , Secretary/Treasurer City of Eloy	Steve Stratton, Member ADOT Board Member District 4
Supervisor Steve Miller, Member Pinal County Supervisor	

2019

TRANSPORTATION TECHNICAL ADVISORY
COMMITTEE

Kathy Borquez, Chair Pinal County	Jon Vlaming, Member City of Eloy
Matt Rencher, Vice Chair City of Coolidge	Jason Bottjen ADOT MPD
Duane Eitel, Member City of Casa Grande	Emily Dawson ADOT Tucson District
Ed Stillings Federal Highways Administration	

SUN CORRIDOR STAFF

Executive Director, Irene Higgs
Transportation Planning Supervisor – Jason Hafner
Admin Staff – Vacant

3. Operational Procedures, Bylaws & Agreements

Sun Corridor MPO will operate under the City of Casa Grande Operating Policies & Procedures. The Sun Corridor MPO has created standard operating procedures (SOP) manual to meet requirements set forth by Arizona Department of Transportation (ADOT), the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

Sun Corridor MPO will also operate in accordance with Executive Board By-Laws established by the Executive Board and adopted September 12, 2013, and amended May 9, 2017.

a. DBE, Title VI, EEO, LEP and PPP

DBE: The Sun Corridor MPO will adhere to the Arizona Department of Transportation's Disadvantage Business Enterprise Policy;

Title VI: Sun Corridor has developed and will maintain and adhere to the Title VI Plan and Policy. The policy is located on the Sun Corrido MPO web site (www.scmpo.org);

EEO: The Sun Corridor MPO through the City of Casa Grande is an Equal Employment Opportunity organization;

LEP: The Sun Corridor MPO has developed a Limited English Proficiency Policy, which is located on the Sun Corridor MPO website (www.scmpo.org);

PPP: The Sun Corridor MPO has developed and provided a Public Participation Policy (PPP), which is located on the Sun Corridor MPO website (www.scmpo.org).

b. Other Statements

TRANSIT: Sun Corridor MPO will ensure all transit activities receiving federal funding through ADOT within the Sun Corridor MPO planning boundaries are compliant with ADOT and FTA. This will be accomplished by monitoring each program within the Sun Corridor MPO boundaries through cooperation with Central Arizona Governments (CAG).

AIR QUALITY - CONFORMITY: Sun Corridor MPO entered into Memorandum of Understanding with Maricopa Association of Governments (MAG), Arizona Department of Transportation (ADOT), and the Arizona Department of Environmental Quality (ADEQ) to meet Clean Air Act requirements. At present,

MAG provides modeling for regionally significant projects in the Sun Corridor MPO region.

OPERATING PROCEDURES: The Sun Corridor MPO will adhere to the City of Casa Grande Operating Procurement Policy, unless ADOT's procurement procedure takes precedent.

PERSONNEL POLICIES: The Sun Corridor MPO, working under the City of Casa Grande Personnel Policies, will meet all requirements for staff awareness addressing Sexual Harassment, Drug Free Work Place and Equal Opportunity.

LOBBYING – DISBARMENT: Sun Corridor MPO will adhere to federal restrictions on Lobbying and Disbarment.

III. FUNDING DESCRIPTION & BUDGET SUMMARY

The Arizona Department of Transportation (ADOT) is the designated recipient of the Federal-aid Highway funds used for planning and research purposes. As the designated recipient of the planning funds ADOT has the responsibility and the authority under **2 CFR Part 200** (Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments) to oversee all activities under the Federal-aid Program by the sub recipients of these funds. ADOT's oversight responsibilities include but are not limited to overall Work Plan review, invoice billing review and approval, TIP certification, air quality reviews, and quality assurance and quality control of traffic data. Work Programs are funded primarily with Planning Funds (PL); however, an MPO may use other eligible funds for their Work Program.

All work, including Sun Corridor staff time and consultant studies, listed in the Work Program are funded by one or more of the following funding sources:

- (1) **Metropolitan Planning (PL) Funds** – Federal metropolitan planning funds can be used for up to 94.3% of a project, with a required 5.7% match typically provided by local governments. The distribution of the PL Funds is accomplished through a formula developed by ADOT in consultation with the MPOs and must be approved by the FHWA.
- (2) **Statewide Planning and Research (SPR) Funds** – SPR funds are federal dollars from the State Planning and Research Program administered by the Arizona Department of Transportation. Some SPR funds may be allocated to the MPO to help plan for the non-urbanized portion of the MPO. A 20% match is required and must be provided by the local jurisdiction, depending on the project.

- (3) **Federal Transit Administration Funding** – FTA funds are secured annually through the FTA Metropolitan Planning Program Section 5303/5305. FTA funds are designated for transit planning and research activities. The funds require a 20% local match, which is typically provided by local governments in hard dollars or in-kind. In addition, other federal or state funding that is not specifically designed for planning activities can be allocated for planning purposes. In those cases, funds such as FTA Section 5304, 5305 (e), 5307 and 5310 will be shown in the budget tables.
- (4) **Surface Transportation Block Grant Program (STBG) Funds** - STBG is a federal-aid highway flexible funding program that funds a broad range of surface transportation capital needs including roads, transit, airport access, vanpool, and bicycle and pedestrian facilities, as well as planning studies and data collection. These funds require a 5.7% match.
- (5) **Highway Safety Improvement Program (HSIP) Funds** - HSIP funds are a federal funding source dedicated to safety improvement projects and planning activities distributed within the State on a competitive basis. The main purpose of the HSIP funding is to achieve a reduction in fatalities and serious injuries on all public roads, including non-State-owned roads and roads on tribal land. The Sun Corridor MPO 2017 Strategic Transportation Safety Plan identified eligible projects where HSIP funding could be utilized. These funds require a 5.7% match; however some projects are 100% funded.
- (6) **Highway User Revenue Funds (HURF) Exchange Program** – The HURF Exchange program enables local governments to exchange STBG federal transportation funding with ADOT for state-generated HURF revenue. HURF exchange funding can be used on eligible design and construction projects.
- (7) **Carry-forward** – Carry forward funds may occur when an MPO does not expend all authorized funds in the current fiscal year. Carry-forward funds are combined with the annual allocation for the new fiscal year to determine the available fund balance for the upcoming year. All carry-forward funds must be identified in the Work Program.
- (8) **In-Kind Contribution** – In-kind contributions may be accepted as the match for federal funds. The Sun Corridor MPO will use in-kind contribution from members and volunteers for match when utilizing STBG, HSIP, SPR, PL or 5303/5304/5305/5305(e), 5307 and 5310 funds.
- (9) **Matching Funds** - In order to secure federal funds, the state and/or local government must place matching funds on a project. The state and local funds must be shown in the Unified Planning Work Program. A detail table of the

state/local funds should be included in the budget section of the Unified Planning Work Program. The required percentages of matching amounts may vary according to the Federal fund type. The MPO may receive funds provided by the member agencies to leverage federal planning (PL) funds to pay for MPO staff salaries, benefits, and operating expenses.

BUDGET SUMMARY TABLES

BUDGET

Budget Worksheet:	Table 1	Table 2:
<ul style="list-style-type: none"> • 2019 Revenues • Operating Expenditures • Planning Projects • Local Match Contribution 	Match Contribution by Community	Work element costs: <ul style="list-style-type: none"> • Personnel • Operating

MATCH CONTRIBUTION AMOUNTS BY MEMBERS:

Table 1

Local Match (To be met with Cash or In-kind Services)									
Member	Budget Amount	PL	SPR	5303/5305 (d.)	STBG	HSIP	5305 (e.)	5304	Non-Federal Funds (Local)
Eloy	\$28,793	\$1,600	\$7,266	\$7,378	\$600	\$1,162	\$10,787	\$0	\$0
Coolidge	\$12,790	\$1,100	\$5,190	\$5,170	\$500	\$830	\$0	\$0	\$0
Pinal County (Rural Areas)	\$45,341	\$4,000	\$18,269	\$18,550	\$1,600	\$2,922	\$0	\$0	\$0
Casa Grande	\$54,949	\$4,700	\$21,200	\$21,554	\$1,800	\$3,395	\$0	\$2,300	\$0
Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SUBTOTAL	\$141,900	\$11,400	\$51,900	\$52,700	\$4,500	\$8,300	\$10,787	\$2,300	\$0

2019 Sun Corridor MPO UPWP

SCMPO BUDGET WORKSHEET										
Fiscal Year 2019 Budget										
Fund Types (SPR, PL, 5303, 5305 (d.), Planning Other)										
Anticipated Revenues										
Fund Source	Budget Amount	PL (800)	SPR (801)	5303/5305 (d.) (802)	STBG (803)	HSIP (804)	5305 (e.) (806)	5304 (805)	Non-Federal Funds (Local) (808)	
FY18 Federal Carry Forward (ACTUAL)	\$651,800	\$73,795	\$88,761	\$162,771	\$38,703	\$137,607	\$43,149	\$9,314	\$97,717	
FY19 Federal Amount	\$317,300	\$114,700	\$118,700	\$47,872	\$36,000	\$0	\$0	\$0	\$0	
Required Match Percentage		5.7%	20.0%	20.0%	5.7%	5.7%	20.0%	20.0%	0.0%	
Local Match	\$141,900	\$11,400	\$51,900	\$52,700	\$4,500	\$8,300	\$10,787	\$2,300	\$0	
TOTAL	\$1,111,000	\$199,900	\$259,400	\$263,300	\$79,200	\$145,900	\$53,900	\$11,600	\$97,700	
Anticipated Expenditures										
Category	Budget Amount	PL (800)	SPR (801)	5303/5305 (d.) (802)	STBG (803)	HSIP (804)	5305 (e.) (806)	5304 (805)	Non-Federal Funds (Local) (808)	
Salaries - Regular	\$164,100	\$96,800	\$50,900	\$16,400	\$0	\$0	\$0	\$0	\$0	
Overtime	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Car Allowance	\$4,800	\$2,820	\$1,500	\$480	\$0	\$0	\$0	\$0	\$0	
FICA	\$12,600	\$7,400	\$3,900	\$1,300	\$0	\$0	\$0	\$0	\$0	
Retirement	\$19,000	\$11,200	\$5,900	\$1,900	\$0	\$0	\$0	\$0	\$0	
Health Insurance	\$16,600	\$9,800	\$5,100	\$1,700	\$0	\$0	\$0	\$0	\$0	
Workers Comp	\$400	\$260	\$100	\$40	\$0	\$0	\$0	\$0	\$0	
Salaries - PT /and/or Temporary	\$10,000	\$5,900	\$3,100	\$1,000	\$0	\$0	\$0	\$0	\$0	
SUBTOTAL	\$227,500	\$134,200	\$70,500	\$22,800	\$0	\$0	\$0	\$0	\$0	
Other Services - Capital Purchase										
Office Supplies	\$18,000	\$8,000	\$2,500	\$7,500	\$0	\$0	\$0	\$0	\$0	
Postage	\$2,000	\$0	\$500	\$1,500	\$0	\$0	\$0	\$0	\$0	
Misc Meeting Supplies	\$5,100	\$0	\$4,700	\$400	\$0	\$0	\$0	\$0	\$0	
Office Furnishings	\$7,000	\$1,000	\$1,000	\$5,000	\$0	\$0	\$0	\$0	\$0	
Minor Equipment	\$6,000	\$6,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Fuel	\$2,600	\$0	\$1,500	\$1,100	\$0	\$0	\$0	\$0	\$0	
Legal	\$15,000	\$1,000	\$1,000	\$13,000	\$0	\$0	\$0	\$0	\$0	
Transit and Planning	\$19,700	\$0	\$0	\$19,700	\$0	\$0	\$0	\$0	\$0	
Computer Licences	\$7,700	\$1,000	\$0	\$6,700	\$0	\$0	\$0	\$0	\$0	
Licenses, Permits, Fees, and Taxes	\$800	\$0	\$800	\$0	\$0	\$0	\$0	\$0	\$0	
Printing - etc.	\$1,800	\$0	\$700	\$1,100	\$0	\$0	\$0	\$0	\$0	
Building Rent	\$9,800	\$4,000	\$4,200	\$1,600	\$0	\$0	\$0	\$0	\$0	
Contractual Services	\$17,600	\$4,300	\$5,300	\$8,000	\$0	\$0	\$0	\$0	\$0	
Miscellaneous	\$10,800	\$0	\$3,600	\$7,200	\$0	\$0	\$0	\$0	\$0	
Dues and Memberships	\$12,200	\$3,000	\$3,800	\$5,400	\$0	\$0	\$0	\$0	\$0	
Conferences	\$43,800	\$8,600	\$15,200	\$20,000	\$0	\$0	\$0	\$0	\$0	
Trainings	\$17,000	\$5,000	\$5,000	\$7,000	\$0	\$0	\$0	\$0	\$0	
Travel	\$35,400	\$2,400	\$11,400	\$21,600	\$0	\$0	\$0	\$0	\$0	
Business Meals & Meetings	\$7,600	\$0	\$7,587	\$0	\$0	\$0	\$0	\$0	\$0	
Telephone & Data	\$11,300	\$5,000	\$5,300	\$1,000	\$0	\$0	\$0	\$0	\$0	
Auto Repair & Maintenance	\$900	\$0	\$900	\$0	\$0	\$0	\$0	\$0	\$0	
Insurance	\$7,000	\$5,000	\$2,000	\$0	\$0	\$0	\$0	\$0	\$0	
SUBTOTAL	\$259,100	\$54,300	\$76,987	\$127,800	\$0	\$0	\$0	\$0	\$0	
Non-Federal Funds										
Non-Federal Funds	\$97,717	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$97,717	
SUBTOTAL	\$97,717	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$97,717	
Planning Studies										
SCMPO 2014 HSIP Safety Plan	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Pinal County STSP	\$137,607	\$0	\$0	\$0	\$0	\$137,607	\$0	\$0	\$0	
Transit Plan - Eloy	\$43,149	\$0	\$0	\$0	\$0	\$0	\$43,149	\$0	\$0	
Transit Plan - Casa Grande	\$9,314	\$0	\$0	\$0	\$0	\$0	\$0	\$9,314	\$0	
Traffic Counts	\$74,703	\$0	\$0	\$0	\$74,703	\$0	\$0	\$0	\$0	
Regional Transportation Plan	\$120,000	\$0	\$60,000	\$60,000	\$0	\$0	\$0	\$0	\$0	
Mobility Managers Postion	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
SUBTOTAL	\$384,773	\$0	\$60,000	\$60,000	\$74,703	\$137,607	\$43,149	\$9,314	\$0	

Table 2: Operating Cost by Work Element

TABLE 1: Estimated Funding (Revenue) for State Fiscal Year 2019 (OA amounts)

REVENUE SOURCE	FY18 CARRY FORWARD*		FY19	IN-KIND	BUDGET
	Federal	In-kind	OA		
PL	\$73,795	\$4,461	\$114,700	\$6,939	\$199,895
SPR	\$88,761	\$22,190	\$118,700	\$29,710	\$259,361
FTA 5303/5305 (d.)	\$162,771	\$40,693	\$47,872	\$12,007	\$263,343
STBG	\$38,703	\$2,339	\$36,000	\$2,161	\$79,203
FTA 5305 (e.)	\$43,149	\$10,787	\$0	\$0	\$53,936
HSIP	\$137,607	\$8,300	\$0	\$0	\$145,907
TOTAL	\$544,786	\$88,770	\$317,272	\$53,117	\$1,003,946

TABLE 2: Operating Costs by Work Element

TASK	WORK ELEMENT	EXPENSES										TOTAL COST		
		PL (5.7% Match)			SPR (20% Match)			5303/5305 (d.) (20% Match)			Planning Studies			
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal		Match	
1.0	ADMINISTRATION	\$46,970	\$15,005	\$3,890	\$24,675	\$26,945	\$12,900	\$0	\$0	\$0	\$0	\$0	\$0	\$130,385
2.0	DATA COLLECTION & MAINTENANCE	\$6,710	\$2,715	\$520	\$3,525	\$3,849	\$1,800	\$0	\$0	\$0	\$0	\$0	\$0	\$19,119
2.1	HPMS (STBG)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$74,703	\$4,500	\$0	\$79,203
3.0	TRANSPORTATION IMPROVEMENT PROGRAM	\$6,710	\$2,715	\$520	\$3,525	\$3,849	\$1,800	\$0	\$0	\$0	\$0	\$0	\$0	\$19,119
4.0	REGIONAL TRANSPORTATION PLAN	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4.1	REGIONAL TRANSPORTATION PLAN 2016	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4.2	REGIONAL TRANSPORTATION PLAN 2020	\$0	\$0	\$0	\$0	\$60,000	\$15,000	\$0	\$60,000	\$15,000	\$0	\$0	\$0	\$150,000
5.0	PUBLIC PARTICIPATION PLAN	\$4,026	\$1,629	\$292	\$2,115	\$2,310	\$1,100	\$0	\$0	\$0	\$0	\$0	\$0	\$11,472
6.0	PUBLIC TRANSPORTATION PLANNING	\$4,026	\$1,629	\$292	\$2,115	\$2,310	\$1,100	\$0	\$0	\$0	\$0	\$0	\$0	\$11,472
6.1	PUBLIC TRANSPORTATION PLANNING (5303/5305 (d.))	\$0	\$0	\$0	\$0	\$0	\$0	\$22,800	\$127,800	\$37,700	\$0	\$0	\$0	\$188,300
6.2	TRANSIT STUDY - CASA GRANDE (5304)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,314	\$2,300	\$0	\$11,614
6.3	TRANSIT STUDY - ELOY (5305 (e.))	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$43,149	\$10,787	\$0	\$53,936
6.4	MOBILITY MANAGER	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
7.0	SPECIAL PROJECT PLANNING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8.0	REGIONAL PLANNING	\$60,390	\$22,435	\$5,030	\$31,725	\$34,644	\$16,600	\$0	\$0	\$0	\$0	\$0	\$0	\$170,824
8.1	HSIP - 2014 Safety Plan	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8.2	PINAL COUNTY STSP (HSIP)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$137,607	\$8,300	\$0	\$145,907
9.0	ENVIRONMENTAL OVERVIEW	\$1,342	\$543	\$114	\$705	\$770	\$400	\$0	\$0	\$0	\$0	\$0	\$0	\$3,874
10.0	CAPITAL EXPENDITURES	\$0	\$6,000	\$363	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,363
11.0	PLANNING EMPHASIS AREAS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
11.1	MAP 21 IMPLEMENTATION	\$1,342	\$543	\$114	\$705	\$770	\$400	\$0	\$0	\$0	\$0	\$0	\$0	\$3,874
11.2	MODELS OF REGIONAL PLANNING COOPERATIVE	\$1,342	\$543	\$114	\$705	\$770	\$400	\$0	\$0	\$0	\$0	\$0	\$0	\$3,874
11.3	LADDERS OF OPPORTUNITY	\$1,342	\$543	\$114	\$705	\$770	\$400	\$0	\$0	\$0	\$0	\$0	\$0	\$3,874
	TOTAL	\$134,200	\$54,300	\$11,400	\$70,500	\$137,000	\$51,900	\$22,800	\$187,800	\$52,700	\$264,800	\$25,900	\$0	\$1,013,200

IV. SUN CORRIDOR WORK ELEMENTS

1. Administration: Task 1

The Sun Corridor MPO is to administer its work program in a manner that:

- Maintains the region’s eligibility to receive federal transportation capital and operating assistance;
- Provides a continuous, cooperative, and comprehensive transportation planning process throughout the Sun Corridor Metropolitan Planning Organization region; and
- Adheres to all FHWA, FTA and ADOT requirements.

Activities and Outcomes:

Project/Task	Objective	Outcome
Executive Board Meetings	Hold six (6) meetings a year. Provide to the Executive Board, at a minimum, meeting agendas and minutes, by-monthly reports outlining activities performed, calendar of meetings and location.	Inform and educate the Executive Board members in order for them to determine the direction of the MPO, and make policy decisions.
Technical Advisory Committee Meetings(TAC)	Hold six (6) meetings a year. Make recommendations to the Executive Board. Provide to the TAC, at minimum, meeting agendas and minutes, by-monthly reports outlining activities performed, calendar of meetings and location.	TAC will advise staff on projects, funding allocations and other planning activities.
Strategic Planning Efforts	Developed a strategic plan for the MPO. Update as needed.	Provide workshops with the board and managers to develop a plan for direction.
Monthly Invoicing and Progress Report	Provide to ADOT monthly invoices for all funding sources, and clearly detailed progress report.	Progress report shows tasks and work elements accomplished for each month.
Monthly Consultant Invoicing and Reporting	The CG Transit Development Study, Pinal County STSP, Eloy Transit Feasibility Study and Traffic Count Study are under development. Ensure	Process all invoices in a timely manner, ensuring compliance with DBE and prompt payment laws.

	consultants are paid promptly and DBE is reported monthly.	
Develop the 2019 Unified Planning Work Plan and Budget	TAC and EB approval by April - May and to ADOT by May 15.	Develop the 2019 UPWP and budget annually.
Standard Operating Procedures Manual (SOP) (Completed December 2017)	The SOP documents the MPOs processes and procedures, delegation of authority, and provides a key reference for all MPO roles, responsibilities, and required activities, update as needed.	SOP documents the MPOs processes and procedures, delegation of authority, and provides a key reference for all MPO roles, responsibilities, and required activities.
Sun Corridor MPO Website	Maintain and enhance MPO website. Post all required Federal Documents, agendas and meeting minutes and Public Notices, as needed.	Provides ongoing communication with the public and other entities on MPO activities.
Safety Performance Measures (23 CFR Part 450)	On September 12, 2017 the SCMPO Executive Board adopted the established safety targets for the State of Arizona for 2018.	Report the MPO's performance and measures in the RTP and TIP to support the State's targets.
Pavement and Bridge Performance Measures (23 CFR Part 450)	Adopt Pavement and Bridge Safety Targets established by ADOT by November 16, 2018.	Report the MPO's performance and measures in the RTP and TIP to support the State's targets.
Adopt Targets for System Performance Measures – Freight, National Highway System (NHS) and CMAQ (23 CFR Part 450)	Adopt Freight, National Highway System (NHS) and CMAQ targets established by ADOT by November 16, 2018.	Report the MPO's performance and measures in the RTP and TIP to support the State's targets.
Public Transportation Coordination (23 CFR Part 450.314(h))	The Sun Corridor MPO, ADOT and the providers of public transportation (CART, COMET and 5310) will cooperatively work together in developing and sharing information related to data, performance targets, and reporting for the MPO region.	Provides a continuous, cooperative, and comprehensive transportation planning process throughout the Sun Corridor Metropolitan Planning Organization region.

Sun Corridor Administration Budget

TASK 1: ADMINISTRATION													
TASK	WORK ELEMENT	EXPENSES											TOTAL COST
		PL (5.7% Match)			SPR (20% Match)			5303/5305 (d.) (20% Match)			Planning Studies		
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal	Match	
1.0	ADMINISTRATION	\$46,970	\$15,005	\$3,890	\$24,675	\$26,945	\$12,900	\$0	\$0	\$0	\$0	\$0	\$130,385

2. Data Collection: Task 2

2.0 Administration

Maintain a current up to date inventory of data to support transportation planning activities, to include; HPMS, Functional Classification of roads, Air Quality Standards, updated traffic counts, updated traffic count maps.

2.1 HPMS:

The HPMS data will be technically based on the latest available traffic count data and will meet federal and state mandates;

- FY2019 – The Sun Corridor MPO will set aside \$36,000 of STBG funds in FY2019 in order to contract with a consultant to provide selected traffic counts throughout the region, and enter monthly the raw data into the TDMS system in FY2019. An RFP will be published in the fall of 2018 for a three (3) to five (5) year contract. NTP is anticipated in spring of 2019

Activities and Outcomes:

Project/Task	Objective	Outcome
TDMS Data Entry	Due March: Staff will work with members, ADOT and Consultant to ensure all raw traffic counts are uploaded into the TDMS system.	Members will utilize the TDMS system for HPMS upload as well as for transportation planning activities.
Traffic Count Annual Report and Maps	The Consultant will develop a Traffic Count report and Maps to be provided to the members, and posted on the Sun Corridor web site.	Listing of FC roads for each member agency, and corresponding updated FC map to be posted on the web site.
TDMS Workshop	Staff will schedule workshop with ADOT for member’s agencies, as needed.	Provide workshop to members to review traffic counting initiatives.

2.2 Functional Classifications:

Only functionally classified roads (major collectors and above) can be awarded federal aid funding. Ensure all roadways in the MPO region are functionally classified correctly, and are compliant. Staff will ensure the following activities are performed:

Activities and Outcomes:

Project/Task	Objective	Outcome
Maintain a current inventory of the MPO’s functional classified roads	Raw data will be provided through ADOT’s TDMS.	Develop a report and provide to each member for review.
Traffic Counts	Staff will procure and work with a consultant to ensure selected raw traffic counts are completed for entry into the TDMS system.	Traffic count scheduling throughout the region to ensure FC roadways are counted every three years.
Ensure all roads are classified correctly	Work with ADOT and members to review proposed recommendations to update road classifications.	Work with ADOT and members to upgrade roadway classifications.
Ensure new maps are updated and provided through ADOT	Reviewed and updated annually	Work with ADOT and consultant to develop updated FC maps of the region annually.

2.3 Air Quality Standards:

The Sun Corridor MPO is located in PM 2.5 and PM 10 non-attainment area, thereby triggering air quality conformity for the region. All activities will help the MPO region to be compliant with air quality mandates for Pinal County.

As required by the Federal transportation conformity rule (§93.105), the conformity process includes a significant level of cooperative interaction among federal, state, and local agencies. For this air quality conformity analysis, interagency consultation was conducted as required by the Arizona State Implementation Plan (SIP).

Maricopa Association of Governments (MAG) provides services to develop the air-quality conformity analysis that is needed for the non-attainment areas of Pinal County and the Sun Corridor MPO region.

Activities and Outcomes:

Project	Objective	Outcome
Maintain a MOU with MAG to ensure Clean Air Act	MAG and the Sun Corridor MPO developed a MOU.	MAG and the Sun Corridor MPO will coordinate all

requirements	The MOU was signed on September 8, 2016.	transportation planning activities in the MAG SCMPO Planning areas in the Pinal County Region.
Interagency Consultation	Sun Corridor MPO has developed a consultation policy, and provides the consultation team with information when a project is changed or new project is added to the Sun Corridor MPO TIP.	Ensuring all interested parties are informed of projects that may affect the air quality conformity analysis.
Coordination Meetings	Sun Corridor MPO and MAG will meet at least quarterly or more often to coordinate AQ activities.	To ensure the Clean Air Act requirements are met within the Sun Corridor MPO region.
Annual Executive Meeting	The executive directors of SCMPO, MAG, ADEQ and ADOT will meet annually to engage in discussion of mutual interests focused on the development of the Unified Planning Work Programs of MAG and SCMPO.	To ensure the Clean Air Act requirements are met within the Sun Corridor MPO region.

Sun Corridor Data Collection Budget

TASK 2: DATA COLLECTION BUDGET														
TASK	WORK ELEMENT	EXPENSES											TOTAL COST	
		PL (5.7% Match)			SPR (20% Match)			5303/5305 (d.) (20% Match)			Planning Studies			
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal	Match		
2.0	DATA COLLECTION & MAINTENANCE	\$6,710	\$2,715	\$520	\$3,525	\$3,849	\$1,800	\$0	\$0	\$0	\$0	\$0	\$0	\$19,119
2.1	HPMS (STBG)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$74,703	\$4,500	\$0	\$79,203

3. Transportation Improvement Program (TIP): Task 3

The TIP is a list of programmed design and construction projects that are fiscally constrained and reflect the region’s transportation needs:

- The TIP will show programmed design and construction projects out ten (10) years and will show:
- All Transit related projects that received federal aid funds (5310, 5307, 5311);
- All local, private and other than federal aid funded projects;
- All projects that require air quality mediation measures;

- Will identify funding sources for each project;
- Will provide for public comment;
- Will support the Regional and State Transportation Plan;
- Will coordinate with local capital programs;
- Will list all ADOT projects within the Region;
- Will list all dust mitigation 'air quality' listed projects.

Activities and Outcomes:

Project/Tasks	Objective	Outcome
Sun Corridor MPO Transportation Improvement Program (TIP)	Continue to update the TIP in accordance with the RTP.	Continue to have a compliant and cost constrained TIP, ensuring the Sun Corridor MPO projects move forward.
Project Management	Continue to work closely with each member agency that has projects on the current Sun Corridor TIP, to ensure all projects are on track for obligation.	Projects make the timeline set out for completion; i.e., design and construction or planning projects.
Sun Corridor MPO internal funding ledger	Develop and maintain a constrained Sun Corridor MPO funding ledger (SPR, PL, 5303/5305, STBG, and HURF Ex) outlining all active projects.	This will allow the TAC, EB, ADOT, and Staff to follow regional projects, ensuring a positive compliant balance in all areas of funding.
Coordination	Continue working with MAG to ensure projects comply with Air Quality Conformity.	Obtain a federally compliant TIP.
Performance Measures (23 CFR Part 450)	TIP shall include a description of the anticipated effect of the TIP toward achieving the performance targets identified in the RTP. TIP shall include a linkage from the investment priorities in the TIP to achieve performance targets in the RTP.	To meet the federal requirements outlined in 23 CFR Part 450.

Sun Corridor TIP Budget

TASK 3: TRANSPORTATION IMPROVEMENT PROGRAM (TIP)														
TASK	WORK ELEMENT	EXPENSES											TOTAL COST	
		PL (5.7% Match)			SPR (20% Match)			5303/5305 (d.) (20% Match)			Planning Studies			
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal	Match		
3.0	TRANSPORTATION IMPROVEMENT PROGRAM	\$6,710	\$2,715	\$520	\$3,525	\$3,849	\$1,800	\$0	\$0	\$0	\$0	\$0	\$0	\$19,119

4. Regional Transportation Plan (RTP): Task 4

(Title 23 CFR 450 subpart C)

4.0 RTP Administration

The RTP is a long-term blueprint for the region’s transportation system. The plan fulfills federal requirements and serves as the region’s transportation vision. The Plan is updated every four years (non-attainment area) to ensure that it continues to meet the needs of the region. The RTP was completed and adopted by the Sun Corridor MPO TAC on February 25, 2016 and by the Executive Board on March 15, 2016.

Staff will continue to develop, administer, maintain, and update the regional transportation plan for the region’s transportation needs, ensuring it is:

- Technically based on the latest available data on land use, population, demographics, and travel patterns;
- Philosophically based on regional goals and values;
- Financially based on predictable, reliable funding sources;
- Including a transit implementation study for the region;
- Covering a 20 year period with updates every four years;
- Covering long range and short range strategies;
- Including a fiscally constrained plan; or sections thereof;
- Including all regionally significant projects that will impact air quality;
- Adhering to performance measures set out by FHWA, FTA and ADOT;
- Including performance targets adopted by the region;
- Following the National Planning Emphases Areas (PEA’s).

4.1 Regional Transportation Plan

The RTP was completed and adopted by the Sun Corridor MPO TAC on February 25, 2016 and Adopted by the Executive Board on March 15, 2016. In FY2017 we will move forward in implementing the goals, objectives, and performance measures outlined in the RTP.

4.2 Set Aside for 2020 RTP Update

The Sun Corridor MPO anticipates approximately \$120,000 to update the RTP in 2020. Each year there will be a set-aside of \$15,000 of SPR funds, and \$15,000 of FTA 5303/5305 funds to cover the cost. It is anticipated that a RFP will be issued in the summer of SFY2019 to hire a consultant to complete the 2020 RTP.

- **FY2016** – Sun Corridor MPO set aside \$15,000 of SPR funds and \$15,000 of FTA 5303/5305 funds for the RTP 2020 update;
- **FY2017** - Sun Corridor MPO will set aside \$15,000 of SPR funds and \$15,000 of FTA 5303/5305 funds for the RTP 2020 update;
- **FY2018** - Sun Corridor MPO will set aside \$15,000 of SPR funds and \$15,000 of FTA 5303/5305 funds for the RTP 2020 update; and,
- **FY2019** - Sun Corridor MPO will set aside \$15,000 of SPR funds and \$15,000 of FTA 5303/5305 funds for the RTP 2020 update.

Activities and Outcomes:

Project/Task	Objective	Outcome
RTP	The RTP was completed and adopted by the Sun Corridor MPO TAC on February 25, 2016 and Executive Board on March 15, 2016. The Plan is updated every four years (non-attainment area).	Issue a RFP in the summer of SFY2019 to hire a consultant to complete the 2020 RTP. Anticipated completion is Spring 2020.
MAP-21 Requirements	Ensure MAP-21 requirements are included in the RTP.	The RTP will help move the MPO into a compliant planning process.
FAST Requirements	Ensure FAST ACT requirements are included in the RTP.	The RTP will help move the MPO into a compliant planning process.
Coordinate with MAG, PAG and CAG	Meet with each COG/TMA regarding our RTP.	Ensuring all projects identified in the RTP are coordinated (to include air quality projects) with CAG and the TMA's.
2020 RTP Update	Set aside SPR and 5303/5305 funding for the update.	Issue an RFP in SFY 2019 for the 4 year update to the RTP. Anticipated completion Spring of 2020.
Performance Measures (23 CFR Part 450)	The RTP/TIP will include a description of the performance measures and performance targets adopted by the region.	To meet the federal requirements outlined in 23 CFR Part 450.

Sun Corridor RTP Budget

TASK 4: REGIONAL TRANSPORTATION PLAN														
TASK	WORK ELEMENT	EXPENSES											TOTAL COST	
		PL (5.7% Match)			SPR (20% Match)			5303/5305 (d.) (20% Match)			Planning Studies			
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal	Match		
4.0	REGIONAL TRANSPORTATION PLAN	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4.1	REGIONAL TRANSPORTATION PLAN 2016	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
4.2	REGIONAL TRANSPORTATION PLAN 2020	\$0	\$0	\$0	\$0	\$60,000	\$15,000	\$0	\$60,000	\$15,000	\$0	\$0	\$0	\$150,000

5. Public Participation Plan (PPP): Task 5

Purpose

To ensure the civil rights of all interested parties are protected through an opportunity to review and comment on the planning activities for the Sun Corridor MPO region. The Public Involvement (aka Participation) Plan includes provisions to ensure the involvement of the public in the transportation planning process for the:

- Regional Transportation Plan (RTP);
- Transportation Improvement Program (TIP);
- Air Quality;
- CAG/SCMPO Human Service Transportation Coordination Plan;
- Pinal County Strategic Transportation Safety Plan; and,
- Eloy Transit Feasibility Study.

Activities and Outcomes:

Project	Objective	Outcome
Advertisements, Meeting schedules, Public Meetings, etc.	Web site posting of all activities that require PPP. Local newspaper postings and other means of informing the public.	Ensuring that the public is informed of all information regarding the MPO planning activities.
TIP and Air Quality Projects	Post all amendments to the TIP and Air Quality projects on the web site.	Provide public with the most current update on the TIP.
Sun Corridor MPO Agendas and Meeting Minutes	Post and email meeting agendas for the TAC and Executive Board 48 hours prior to the scheduled meeting date. Post meeting minutes to the MPO website.	Providing the public ample time to schedule the TAC and EB meetings. Transparency to all agendas and meeting minutes.

Project	Objective	Outcome
Title VI Plan	Provide the Title VI plan to ADOT for review and comment annually or as needed. Post on the web site.	To ensure that no person is discriminated through the transportation programs, policies and activities within the MPO region.
Title VI Goals and Accomplishment Report	Provide a detailed list of goals for and accomplishments for all Title VI activities within the MPO region. Due to ADOT on 8/1.	To ensure that the MPO is and will make every effort to ensure that no person is discriminated through the transportation programs, policies and activities within the MPO region.
Public Participation Plan	Provide the amended PPP to ADOT for review by August 1 st . Post and advertise for minimum of 45 days for public comment.	Reach all demographics so they can comment on the PPP plan. Incorporate those comments into the plan prior to TAC and EB approval.
CAG/SCMPO Human Service Transportation Coordination Plan	Partner with CAG to update the Human Service Transportation Coordination Plan, every three years or amended annually. Post and advertise for 30days for public comment period. Three year update completed in March 2017	The plan will provide the region with a listing of all 5300 programs; establish goals and objectives and selection criteria for the grant process.
Air Quality Consultation	To inform the Consultation Team of all air-quality projects, and request their comments. Post and advertise for 30days for public comment period.	Ensuring all projects are compliant in the MPO TIP.
Interested parties, participation and consultation (Ref: 23 CFR 450.316)	The MPO shall develop the participation plan in consultation with all interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.	To meet the federal requirements outlined in 23 CFR 450.316.

Sun Corridor PPP Budget

TASK 5: PUBLIC PARTICIPATION PLAN (PPP)														
TASK	WORK ELEMENT	EXPENSES											TOTAL COST	
		PL (5.7% Match)			SPR (20% Match)			5303/5305 (d.) (20% Match)			Planning Studies			
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal	Match		
5.0	PUBLIC PARTICIPATION PLAN	\$4,026	\$1,629	\$292	\$2,115	\$2,310	\$1,100	\$0	\$0	\$0	\$0	\$0	\$0	\$11,472

6. Public Transportation Planning (Transit): Task 6

Administration – General Planning Activities

The Sun Corridor MPO will provide program and project support for public transit, human service transportation programs, and all other modes of transportation by enhancing a higher quality of life for area residents by:

- Supporting economic vitality and growth through public/private transportation;
- Increasing the safety of the transportation system;
- Increasing accessibility and mobility;
- Protecting and enhancing the environment, promoting energy conservation, improving quality of life, and promoting local planned growth;
- Enhancing the integration and connectivity of the transportation system;
- Emphasizing the preservation of the exiting transportation system; and,
- Promoting multi-modal activities within the region.

Activities and Outcomes:

Project	Objective	Outcome
Central Arizona Governments (CAG) partnership	Entered into a JPA with CAG to provide Mobility Management within the MPO region. JPA was executed on 10/01/17 and is set to expire September 30, 2018. JPA will be updated and executed for FY19.	Better coordination of the 5300 programs throughout Pinal County.
ADOT, Sun Corridor MPO and CAG coordination	Coordinate in matters pertaining to FTA Section 5303/5305, 5304, 5305 (e) 5311, and 5310 programs in the region.	Ensuring better coordination with all programs with regards to policy, processes, and requirements.

Information and publications to transit programs	Announcing and publishing FTA 5300 program related application workshops, information, and reporting requirements.	Work with CAG to ensure all 5300 programs within the MPO are informed of changes or new information in a timely manner.
Compliance	Work with agencies, through CAG's mobility manager, within the MPO boundaries to ensure their programs are compliant, and provide technical assistance for application process, and site visits.	Providing technical support to each program through the CAG mobility manager. Helping programs to become FTA/ADOT compliant.
Transit Development Study for the City of Casa Grande (CG)	The CG Transit Development Plan received NTP on 11/08/16. The study is expected to be completed in September 2018.	A Transit Development Plan for the City of Casa Grande within the MPO area will provide guidance on how best to accomplish public transportation for the City of Casa Grande and how best to utilize the 5307 funding that is available.
Transit Feasibility Study for the City of Eloy	A FTA 5305 (e) grant was awarded for the Eloy Transit Feasibility Study. NTP was issued in January 2018. Project is anticipated to be complete in September 2018.	A Transit Development Plan for the City of Eloy will assist the City in identifying the need for a transit system.
Arizona Transit Association (AzTA)	Director is a board member and will represent the MPO and its members. Staff will attend AzTA Conference.	Providing information to the board with regards to rural transit needs.
Public Transportation Coordination (23 CFR Part 450.314(h))	The Sun Corridor MPO, ADOT and the providers of public transportation (CART, COMET and 5310) will cooperatively work together in developing and sharing information related to data, performance targets, and reporting for the MPO region.	Provides a continuous, cooperative, and comprehensive transportation planning process throughout the Sun Corridor Metropolitan Planning Organization region.

6.1 5303/5305 (d.) Transit Planning Activities

Sun Corridor MPO receives funding each year to provide transit planning within the region. Each year we will be utilizing 5303/5305 funding for a portion of the Regional Transportation Plan 2020 update (see task 4.2), as well as other eligible activities listed below:

Activities and Outcomes:

Project	Objective	Outcome
44.10 State Planning	Provide support to ADOT/FTA on transit planning activities.	Ensure the MPO and rural regions are represented statewide through participation in state planning.
44.21 Administration	Administration of transit planning activities.	Ensure transit activities within the region are maintained and compliant.
44.22 General Development	Overall development of transit activities and programs within the region	Identify specific needs within the MPO and address those needs.
44.23 RTP	Transit activities within the region will be identified in the RTP.	Identifying the programs within the MPO and ensuring compliance.
44.24 Short Range Plans	This would encompass our 5311 five year planning project.	Provide input to the Coolidge transit system five year planning process, thus ensuring the regions needs are represented.
44.25 TIP	The transit awards will need to be identified on the TIP.	Ensuring the 5300 programs that have been awarded FTA funds receive those funds through the TIP.
44.26 PEA	The MPO will identify areas where we can utilize the Planning Emphasis Areas in Transit Planning.	Compliant with MAP-21, as well as ensuring we provide opportunities in transit activities for the region.
44.27 Other		
44.31 Statewide and Metro Planning	Attend and support any state planning activity that would benefit the transit program within the region.	Ensuring the MPOs regional perspective is represented at the State level.
44.32 FHWA Planning Only		
44.33 FTA Planning Only		

6.2 Transit Development Study – City of Casa Grande – 5304

The Sun Corridor MPO has been awarded \$176,000 of FTA 5304 funds to develop a Transit Development Study for the City of Casa Grande. \$44,000 in match is anticipated to be part in-kind and part cash paid for by the City of Casa Grande. This study will assist the City of Casa Grande in identifying the use of 5307 transit funding for an intra-city transit system. Notice to proceed was issued to CivTech on November 8, 2016, with an anticipated completion date of September 2018. Final billing and close-out will not take place until SFY19 so we are rolling over \$20,000 of FTA funds into the UPWP for FY19 to complete the project..

6.3 Transit Feasibility Study – City of Eloy - 5305 (e)

The Sun Corridor MPO was awarded \$100,000 of FTA 5305 (e) funds to develop a Transit Feasibility Study for the City of Eloy. The \$25,000 in match is anticipated to be in-kind and/or cash paid for by the City of Eloy. This study will assist the City of Eloy in identifying the need for a transit system. NTP was issued in January 2018, with an anticipated completion date of September 2018.

6.4 Mobility Management

MPO staff will coordinate and support CAG on the Mobility Management for both Pinal and Gila County. Assist in the update of the CAG/SCMPO Human Service Transportation Coordination Plan and attend the Gila-Pinal Coordination meetings.

Sun Corridor Transit Planning Budget

TASK 6: COORDINATED PUBLIC TRANSPORTATION (TRANSIT)														
TASK	WORK ELEMENT	EXPENSES											TOTAL COST	
		PL (5.7% Match)			SPR (20% Match)			5303/5305 (d.) (20% Match)			Planning Studies			
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal	Match		
6.0	PUBLIC TRANSPORTATION PLANNING	\$4,026	\$1,629	\$292	\$2,115	\$2,310	\$1,100	\$0	\$0	\$0	\$0	\$0	\$0	\$11,472
6.1	PUBLIC TRANSPORTATION PLANNING (5303/5305 (d.))	\$0	\$0	\$0	\$0	\$0	\$0	\$22,800	\$127,800	\$37,700	\$0	\$0	\$0	\$188,300
6.2	TRANSIT STUDY - CASA GRANDE (5304)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,314	\$2,300	\$0	\$11,614
6.3	TRANSIT STUDY - ELOY (5305 (e.))	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$43,149	\$10,787	\$0	\$53,936
6.4	MOBILITY MANAGER		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

7. Special Project Planning: Task 7

Special projects are activities that may or may not be specifically assigned to any other tasks. Listed below are the board memberships, or regular activities staff attends:

Activities and Outcomes:

Project/Task	Objective	Outcome
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Project/Task	Objective	Outcome
Joint Planning Advisory Council (JPAC)	MAG, PAG, CAG, and the Sun Corridor MPO, along with others are members are part of the JPAC. Meet a few times a year.	To coordinate respective planning activities and cooperatively work together to foster a successful and economically viable Sun Corridor.
Pinal County I-11 Coalition	Transportation Planner will be a member and attend the Pinal County future I-11 Coalition.	Providing valuable information from the Sun Corridor and their members on the I-11 project.
I-11 ADOT Plan – Tier I EIS Project Team	Transportation Planner will attend the future ADOT I-11 project meetings.	Provide valuable information from the MPO members to ADOT.
I-11 ADOT Plan – Tier I EIS Executive Leadership Team	The Executive Director will attend all ADOT I-11 Leadership meetings.	Provide guidance to the project team on conflicts that may develop during the Tier I process.
North-South Corridor Study	Staff will participate in meetings directly related to the North-South Corridor Tier 1 EIS study.	Provide feedback from the MPO members.
Pinal Partnership	Staff will attend as many Pinal Partnership meetings as possible.	Providing networking opportunities to let people know what the MPO is accomplishing.
Arizona Transit Association (AzTA)	Director is a board member and will represent the MPO and its members.	Providing information to the board with regards to rural transit needs.
Other studies, PARAs, TIs, Corridor Studies, etc.	Staff will attend other studies within the MPO region, or projects that affect the region.	Providing information on the regional needs pertaining to the specific study.
Planning to Programming (P2P)	Staff will attend the ADOT P2P workshops.	Keep up to date on all ADOT projects within the SCMPO region.
COG/MPO Planners Meeting	SCMPO Staff will attend bi-monthly meetings.	To coordinate and cooperatively work together with other COG/MPOs, ADOT and FHWA.
COG/MPO Director Meeting	SCMPO Director will attend bi-monthly meetings.	To coordinate and cooperatively work together with other COG/MPOs, ADOT and FHWA.
Pinal Regional	The RTA passed by the	Providing information on

Project/Task	Objective	Outcome
Transportation Authority (RTA)	voters on November 7, 2017. Staff will participate in the PRTA TAC and work closely with CAG, MAG and Pinal County on the development of the TIP for the RTA.	the regional needs pertaining to the RTA – RTP and AQ requirements.
ADOT Bicyclist Safety Action Plan	Staff will attend the ADOT Bicyclist Safety Action Plan meetings.	Assist in the development of the Bicyclist Safety Plan for NHS roadways.
MAP-21/FAST Management Committee	Staff will participate in the Management Committee meetings to develop measurements and targets established from MAP-21/FAST Act.	Provide input in the development of ADOT's measurements and targets so that the MPO may implement into RTP.
Every Day Counts: Arizona Local Public Agency Stakeholder Council	Staff will attend EDC quarterly meetings.	To pursue enhanced communication through the establishment of a stakeholder council for the Local Public Agencies (LPA) Program in Arizona.
Sun Corridor EDGE Program	Staff will participate in the EDGE Partnering Meetings and event to promote economic development within the Sun Corridor region.	To coordinate and cooperatively work together with MAG, CAG and PAG to foster a successful and economically viable Sun Corridor.
Roads & Streets Conference	Staff will attend and at times be asked to present as subject matter experts at the annual Roads & Streets Conference.	Providing networking opportunities, training, and innovative transportation project delivery methods.
Rural Transportation Summit	Staff will attend and at times be asked to present as subject matter experts at the annual Rural Transportation Summit Conference.	Providing networking opportunities, training, and innovative transportation project delivery methods.
RTAC	Staff will attend RTAC meetings as needed.	Inform the Board of transportation policies, funding, and other

Project/Task	Objective	Outcome
		initiatives in rural Arizona.

* There is no budget assigned to this task. Because the above listings are subject to different funding activities, staff will assign the activities to the appropriate funding source for invoicing.

Sun Corridor Special Project Budget

TASK 7: SPECIAL PROJECT PLANNING														
TASK	WORK ELEMENT	EXPENSES											TOTAL COST	
		PL (5.7% Match)			SPR (20% Match)			5303/5305 (d.) (20% Match)			Planning Studies			
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal	Match		
7.0	SPECIAL PROJECT PLANNING	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

* Costs for the above committee or board meetings are captured elsewhere in Task 6.1 and Task 8

8. Regional Planning: Task 8

Planning Activities

The regional planning task provides for the majority of our planning activities. Staff ensures that the planning function of the MPO is administered, provides reports, meetings, consultation activities, project management, support to other COG/MPOs, and other data and information to our members and the public. Most of Task #7 is accounted for under Task #8.

Activities and Outcomes:

Project/Tasks	Objective	Outcome
HSIP Projects	Work with member agencies to submit HSIP applications during the HSIP call for projects to compete for statewide HSIP funds.	Ensure the SCMPO Safety Plan and HSIP projects align with the emphasis areas identified in the AZ 2014 Strategic Highway Safety Plan.
Pinal County Strategic Transportation Safety Plan	Sun Corridor MPO is the lead agency. Partnership between MAG, CAG and Sun Corridor MPO to develop one Safety Plan for all of Pinal County.	Develop one cohesive Safety Plan for Pinal County that includes the communities in the MAG, CAG, and SCMPO regions.
STBG Projects and Funding	Sun Corridor MPO receives STBG funding for allocation to regional projects.	Sun Corridor will continue to manage the current STBG projects; ensuring

		future STBG funds are programmed ten (10) or more years.
HURF Exchange Projects and Funding	Staff will work with ADOT to exchange STBG Apportionment and corresponding Obligation Authority to complete eligible design and construction projects beginning in FY2018. The MPO will develop internal policies once ADOT has identified procedures/policy.	The delivery time and cost of local projects will be reduced. An internal procedure will ensure project development, delivery, and cost overruns are managed.
Pinal Regional Transportation Authority (RTA)	Staff will participate and work closely with CAG, MAG, ADOT, and Pinal County on the development of the TIP for the RTA.	Providing information on the regional needs pertaining to the RTA – RTP and AQ requirements.
Transportation Advisory Committee	Staff will arrange TAC meeting schedule, which will meet at least six times a year.	TAC will advise staff on projects, funding allocations, and other planning activities.
Project Management	Staff will work with member entities to ensure current and future projects are moving forward.	Ensure that projects will obligate at the appropriate time. Work with other COG/MPOs on lending/borrowing funds to develop larger and more cost efficient projects.
Host Consultation with Rural Officials for the Sun Corridor area	Work with ADOT to schedule an annual or as needed, a consultation with elected officials.	Providing a dialog between our rural elected officials and ADOT on projects and planning activities within the MPO.
Out of State Travel	Staff anticipates two out of state travel conferences. AMPO and possible Transit conference.	Attend necessary conferences to continue training, workshops and obtain info for the MPO.

8.1 HSIP – SCMPO Safety Plan

The Sun Corridor MPO Safety Plan was completed and approved by the Executive Board on March 14, 2017. MPO Staff submitted the project close-out letter on October

2, 2017. The close-out letter requested that the remaining balance of approximately \$12,593.00 be deobligated from the project and returned to the MPO ledger to be utilized by the region for HSIP Design/Construction projects. I have rolled \$12,593.00 into UPWP FY19 to ensure that this money is not lost. This ADOT FMS has returned the remaining HSIP funding to the June 2018 ledger. This funding has been removed from the UPWP budget.

8.2 HSIP – Pinal County Safety Plan

The MPO in partnership with CAG and MAG has funded a Pinal County Regional STSP utilizing Local HSIP funding from all three planning agencies. The project was awarded to Amec Foster Wheeler for a total cost of \$199,992.50. The Sun Corridor MPO is the lead agency with CAG and MAG representatives acting as Technical Advisory members. Pinal County is divided between two MPOs (Sun Corridor MPO and MAG) and one COG (CAG). All three planning agencies have completed Strategic Transportation Safety Plans (STSP) for their respective planning areas. Pinal County requested support for developing a STSP that would combine relevant recommendations from all three safety plans, and also meet current federal requirements for the Pinal County planning area. A cohesive plan for the County will help fill any gaps that may exist in some existing plans, such as the identification of specific regional safety projects for the Pinal County communities of: the City of Maricopa, Gila River Indian Community, Ak Chin Indian Community, Town of Florence, San Tan Valley, City of Apache Junction and unincorporated areas in Pinal County. We will strive to ensure that the consultant does not duplicate efforts that have already been completed in the MAG, CAG and SCMPO Safety Plans. NTP was issued on November 30, 2017, with an anticipated completion date of January 2019.

Sun Corridor Regional Planning Budget

TASK 8: REGIONAL PLANNING														
TASK	WORK ELEMENT	EXPENSES											TOTAL COST	
		PL (5.7% Match)			SPR (20% Match)			5303/5305 (d.) (20% Match)			Planning Studies			
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal	Match		
8.0	REGIONAL PLANNING	\$60,390	\$22,435	\$5,030	\$31,725	\$34,644	\$16,600		\$0	\$0	\$0	\$0	\$0	\$170,824
8.1	HSIP - 2014 Safety Plan	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
8.2	PINAL COUNTY STSP (HSIP)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$137,607	\$8,300	\$145,907	

9. Environmental Overview Task 9

It is Sun Corridor’s goal to comply with guidelines set forth by the Partnership for Sustainable Communities created between the EPA, the U.S. Department of Housing and Urban Development (HUD), and the U.S. Department of Transportation (DOT).

Activities and Outcomes:

Project/Tasks	Objective	Outcome
RTP Goals	Obtain goals established in the RTP.	To support access to affordable housing, multi-modal transportation options, and lower transportation costs while protecting the environment in communities within the Sun Corridor MPO region.
Support existing communities	Staff will support communities by attending council meetings or community events where transportation issues are discussed.	Understanding the needs of the communities will help define project needs.
Sustainable Growth and Economic Competitiveness	Staff will work with developers, communities, and others to help develop an economic development plan (within the RTP) which will identify ways to sustain growth in the region.	Clearly identifying best practices for economic growth will help direct the MPO, members, and developers in a way that will benefit the region.
Transit	Staff will work with the transit feasibility study and encourage all member communities to support a regional system.	If supported, a regional transit system will provide transit services to everyone.

Sun Corridor Environmental Overview Budget

TASK 9: ENVIRONMENTAL OVERVIEW														
TASK	WORK ELEMENT	EXPENSES											TOTAL COST	
		PL (5.7% Match)			SPR (20% Match)			5303/5305 (d.) (20% Match)			Planning Studies			
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal	Match		
9.0	ENVIRONMENTAL OVERVIEW	\$1,342	\$543	\$114	\$705	\$770	\$400	\$0	\$0	\$0	\$0	\$0	\$0	\$3,874

10. Capital Expenditures: Task 10

The City of Casa Grande IT Department has recommended that we update our computer equipment due to the expired warranties and out of date equipment.

Purpose

To ensure that Sun Corridor has the appropriate equipment to meet its planning goals for the MPO region.

FY 2019 Activities

- Computers/Docking Stations
- Server
- Cell Phones

Sun Corridor Capital Budget

TASK 10: CAPITAL EXPENDITURES														
TASK	WORK ELEMENT	EXPENSES											TOTAL COST	
		PL (5.7% Match)			SPR (20% Match)			5303/5305 (d.) (20% Match)			Planning Studies			
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal	Match		
10.0	CAPITAL EXPENDITURES	\$0	\$6,000	\$363	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,363

11. Planning Emphasis Areas (PEA's): Task 11

The Planning Emphasis Areas (PEAs) are planning areas that FHWA want to place emphasis on as the MPOs and the State DOTs develop their respective planning work programs. FHWA would like for the MPOs to develop and identify work tasks associated with the PEAs in their plans.

The result of the MPO's final Regional Transportation Plan, Safety Plan, and Transit Feasibility Study will help identify specific projects for our construction TIP, economic development, and land use planning. Once these projects or areas are identified, specific planning emphasis tasks will be developed for each project.

The Sun Corridor MPO has developed a separate task (11), which outlines specific tasks or projects we feel identify some planning activities, projects, or tasks associated with the three PEAs.

Activities and Outcomes:

Project/Tasks	Objective	Outcome
11.1 MAP 21 Implementation	Transition to performance based planning and programming.	The development and implementation of a performance management approach to transportation planning and programming will support the achievement of transportation system performance outcomes.
11.2	Promote cooperation and coordination across MPO	Agreements between MPOs will identify how the

Models of Regional Planning Coordination	boundaries and across state boundaries where appropriate to ensure a regional approach to transportation planning.	planning process and products will be coordinated. Staff will work with PAG, MAG, and CAG on all aspects of planning activities.
11.3 Ladders of Opportunity	Access to essential services as part of the transportation planning process. Identify transportation connectivity gaps in access to essential services.	Identify needs for transportation services to essential services and gaps in service. This includes transportation infrastructure as well as public transit.

Sun Corridor PEA Budget

TASK 11 – PLANNING EMPHASIS AREAS														
TASK	WORK ELEMENT	EXPENSES											TOTAL COST	
		PL (5.7% Match)			SPR (20% Match)			5303/5305 (d.) (20% Match)			Planning Studies			
		Personnel	Operating	Match	Personnel	Operating	Match	Personnel	Operating	Match	Federal	Match		
11.0	PLANNING EMPHASIS AREAS	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
11.1	MAP 21 IMPLEMENTATION	\$1,342	\$543	\$114	\$705	\$770	\$400	\$0	\$0	\$0	\$0	\$0	\$0	\$3,874
11.2	MODELS OF REGIONAL PLANNING COOPERATIVE	\$1,342	\$543	\$114	\$705	\$770	\$400	\$0	\$0	\$0	\$0	\$0	\$0	\$3,874
11.3	LADDERS OF OPPORTUNITY	\$1,342	\$543	\$114	\$705	\$770	\$400	\$0	\$0	\$0	\$0	\$0	\$0	\$3,874

V. Unified Planning Work Program and Budget Approval

In accordance with [JPA GRT-17-0006572-T](#), the Sun Corridor MPO shall submit the Unified Planning Work Program and Budget to the Executive Board for approval. The Sun Corridor MPO may not incur any costs for work outlined in the UPWP or any subsequent amendments prior to receiving written approval from ADOT, FHWA, and FTA.

Sun Corridor Metropolitan Planning Organization (MPO)

**Irene Higgs, Executive Director
Sun Corridor MPO**

Date

**Stephen Q. Miller, Chair
Sun Corridor MPO Executive Board**

Date

Arizona Department of Transportation, Multimodal Planning Division (ADOT)

**Greg Byres, Director
ADOT MPD**

Date

**Jason Bottjen, Planning Program Manager
ADOT MPD**

Date

VI. Transportation Acronyms

Acronym	Name	Description
ADOT	Arizona Department of Transportation	State Transportation Agency
ADT	Average Daily Traffic Count	Traffic counts made every three years on all streets. FHWA requirement.
AASHTO	American Association of State Highway Transportation Officials	Association
AzTA	Arizona Transit Association	Transit Association – COGs are members through ADOT. MPOs pay membership
AP	Apportionment	The amount of Federal funds that are allocated to each COG/MPO
BMS	Bridge Management System	ADOT's inventory/condition of AZ's bridges
BR	Bridge	ID when doing Bridge Projects
BQAZ	Building a Quality AZ	ADOT Study
C & S	Contracts and Specifications	ADOT Contracts division
CAG	Central Arizona Governments	COG – Covering portions of Pinal and Gila Counties
COG	Council of Government	There are four COGs in Arizona
CYMPO	Central Yavapai Metro Planning Org	MPO – Covering Central Yavapai County
DCR	Design Concept Report	An in depth scoping document for transportation projects.
EA	Environmental Assessment	Made on all federal aid projects
EIS	Environmental Impact Statement	Findings of environmental assessment
FAST ACT	Fixing Americas Surface Transportation	2015 – 2020 Transportation Bill
FC	Functional Classification	Classification of roads
FHWA	Federal Highway Administration	Provides funding for planning

Acronym	Name	Description
FIRE	Financial Integrity Review and Evaluation	FHWA evaluation of federal funds
FMPO	Flagstaff Metro Planning Org	MPO- Covering Flagstaff
FTA	Federal Transit Administration	Provides funding for Transit
HES	Hazard Elimination/Roadside Obstacle Removal	Funding for mostly state projects
HPMS	Highway Performance Monitoring System	Yearly road information system for FC roads
HRRRP	High Risk Rural Road Program (sub program funds no longer available)	Funding for any road that can be determined a high safety risk
HSIP	Highway Safety Improvement Program	State Funding for safety projects
HURF	Highway User Revenue Fund	State shared revenue funding
ICAP	Indirect Cost Allocation Plan	Plan if you charge for indirect costs
IGA	Intergovernmental Agreement	Contract between two government agencies
JPA	Joint Project Agreement	IGA and JPA are interchangeable – contract
LHMPO	Lake Havasu Metro Planning Org	MPO – Covering Lake Havasu City
LTAP	Local Technical Assistance Program	Training program for local agencies
L RTP	Long Range Transportation Plan	Required planning doc for MPOs
LPA	Local Public Agency Section	ADOT’s division for local agencies

MAP-21	Moving Ahead for Progress in the 21 Century	2012-2014 Transportation Bill
MPO	Metropolitan Planning Organization	Agency formed to provide transportation planning in a region or area that reaches 50K in population
MOU	Memorandum of Understanding	Agreement between two or more agencies
NACOG	Northern Arizona Council of Govs	COG - Covering Apache, Navajo, Coconino, Yavapai counties
OA	Obligation Authority	The amount of federal funds we can spend from our apportionment (a %)
PMS	Pavement Management Systems	ADOT's system for pavement preservation
PM 10	Particulate Matter of 10 microns or less	Environmental gage for clean air
PM 2.5	Particulate Matter of 2.5 microns or less	Environmental gage for clean air
PL	Planning Funds	Funds allocated to MPOs
PS & E	Plans Specifications and Estimate	All plans go through PS&E at ADOT
RPO	Regional Planning Organization	Agency designated as the planning org
ROW	Right of Way	Right of Way Access – purchase, etc.
RTA	Regional Transportation Authority	Voter approved RTP and tax for transportation projects
RTP	Regional Transportation Plan	TMA's and MPOs must have plans
RTAC	Regional Transportation Advocacy Council	A consortium of the cities, towns, counties, COG/MPOs of rural Arizona.
SCMPO	Sun Corridor MPO	Casa Grande, Coolidge, Eloy, Pinal Co.
SEAGO	SouthEastern Arizona Gov Org	COG – Covering Santa Cruz, Cochise, Graham and Greenlee Counties
SHPO	State Historic Preservation Organization	Federally funded historic projects require SHPO consultation
SHSP	State Highway Safety Plan	ADOT's Safety Plan
SPR	State Wide Planning and Research	Planning Funds allocated by ADOT to the COGs and MPOs
SRTS	Safe Routes to School	Funding program – Now rolled into TAP
STBG	Surface Transportation Block Grant	Funds that go through the COG/MPOs for projects
STSP	Strategic Transportation Safety Plan	COG/MPO Safety Plan
STIP	State Transportation Improvement Program	Statewide TIP. A 5 year program of all construction projects (to include the TIP).

STP	Surface Transportation Program	Funds that go through the COG/MPOs for projects
SVMPO	Sierra Vista MPO	MPO- Covering Sierra Vista and parts of Cochise County
TAC	Transportation Advisory Committee	TAC meetings to advise COG/MPO staff and Executive Boards
TAP	Transportation Alternative Projects	Five sub-programs moved into TAP by MAP-21; Enhancement, SRTS, By-ways, recreational-trails, historic, etc.
TAZ	Traffic Analysis Zone	ADOT does this for us
TE	Transportation Enhancement (no longer available)	Grants offered to communities for enhancing their roadways
TDMS	Transportation Data Management System	Software application available to all local governments to upload traffic data
THPO	Tribal Historic Preservation Organization	Federally funded Tribal projects require THPO consultation.
TIP	Transportation Improvement Program	Projects that are funded must be on the TIP in order to be programmed for construction and reimbursement.
TMA	Transportation Management Area	MAG and PAG are TMAs (Large metro)
UZA	Urbanized Areas	Defined areas by ADOT/FHWA based on population census. Reviewed every 10 years.
UPWP	United Planning Work Program	MPOs Work Program
WACOG	Western Arizona Council of Govs	COG – Covering La Paz and Mohave Co.
WP	Work Program	ADOT and MPO Contract and Planner duties outlined
YMPO	Yuma Metro Planning Org	MPO Covering all of Yuma County
TRANSIT ACRONYMS		
5303/5305	Transit Planning Funds	Available to MPOs
5304	FTA Rural Planning and Research funds	Available to MPOs to provide planning, trainings, etc.
5307	Small Urban Transit Program	Public Transit Systems
5310	Elderly and Disable Transit Program	Nonprofits and Cities/Towns
5311	Rural Public Transit Program	Small Rural public transit systems

If you have any questions, please contact:

**Sun Corridor Metropolitan Planning Organization
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Or

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