



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

ARIZONA DIVISION

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June 25, 2015

In Reply Refer To:

(727.x)

FY 2015 Work Plan Approval
Statewide Planning and Research Program
MPO and COG Work Programs

Mr. Michael Kies, Division Director
Multimodal Planning Division
Arizona Department of Transportation, (300B)
Phoenix, Arizona 85007

Dear Mr. Kies:

We have reviewed your June 1, 2015 letter requesting our approval of the State Planning and Research Work Program, the Metropolitan Planning Organization Work Plans and the Council of Governments Work Programs. The period of this work program is July 1, 2015 through June 30, 2016 and is approved effective July 1, 2015. Please take special note of the third bullet. Any change to the Work Program involving a new work element regardless of cost, shall be submitted to FHWA, through ADOT if applicable, for approval. This submittal shall include a brief scope of work and budget associated with the new work element. Failure to obtain this approval will result in billings for the new work element being deemed non-participating for Federal funds. Our office will be monitoring this requirement during the Work Program year for compliance.

This approval is made subject to the following summary of Federal regulations, which apply to federally funded planning work programs:

- That FHWA planning and research funds (as defined in 23 CFR 420.103) shall be administered in accordance with the provisions of 49 CFR Part 18 and 23 CFR Part 420.
- Work program activities must be eligible under 23 USC 134, 135, 505 or 49 U.S.C. 53030-5305, 5313(b) and the provision of 23 CFR 420 and 23 CFR 450.
- Prior Approval is required for the following changes:
 - Budgetary Changes –
 1. Increase in federal funds [49CFR18.30(c)(1)(i)]
 2. Cumulative transfer among already approved work program line items of 10% of the total federal funds or \$100,000 [49CFR18.30(c)(1)(ii)]
 - Programmatic Changes –
 1. Change in the scope or objectives of activities (e.g., adding or deleting line items) [49CFR18.30(d)(1)]
 2. Extending the period of performance past the approved work program period. [49CFR18.30(d)(2)].
 3. Transferring substantive programmatic work to a third party (e.g., consultant work not identified in the original work program) [49CFR18.30(d)(4)]

-Capital expenditures including purchase of equipment if not included in UPWP. [OMB Circular A-87]

- The following prior approval requirements are waived:
 1. Change in key person. [49CFR18.30(d)(3)]
 2. Publish reports resulting from the activities in the work program. Reports prepared for FHWA funded work shall include appropriate credits, references and disclaimer statements (23CFR420.117(e)).
 3. The use of program income as a match for Federal funds or to perform additional eligible work [49CFR18.25(g)]
- If not included in the Federal-aid project agreement, the SPR and each UPWP work program shall include certifications that the State transportation agency and the recipients of PL and SPR funds will comply with the suspension and debarment provision of 49 CFR Part 29 and the lobbying restrictions set forth in 49 CFR Part 20.
- The Single Audit Act Amendment of 1996 requires that an independent audit be completed of any non-federal entity expending \$500,000 or more in Federal funds from all sources in a fiscal year. The audit shall be completed no later than 13 months following the end of the Grant Period. (49 CFR 18.26, OMB Circular A-133)
- Annual progress and financial summaries shall be submitted 90 days (3 months) after the end of the report period. The report may be more frequent if deemed necessary by FHWA. [23CFR420.117(c)]
- New Planning Emphasis Areas for FY 2015 were issued by Federal Transit Administration (FTA) and FHWA on April 23, 2014 and reaffirmed for FY 2016. The three areas are MAP-21 Implementation, Models of Regional Planning Cooperation and Ladders of Opportunity.

Sincerely,



for Karla S. Petty
Division Administrator



Multimodal Planning

Douglas A. Ducey, Governor
John S. Halikowski, Director
Michael Kies, Division Director

June 1, 2015

Ms. Karla Petty
Division Director
Federal Highway Administration
400 North Central Ave., Suite 1500
Phoenix, AZ. 85012-1906

Subject: Approval of Fiscal Year 2016 State Planning and Research Funds

Attention: Ed Stillings and Romare Truely

Dear Ms. Petty:

I am requesting approval of our Fiscal Year 2016 State Planning and Research Work Program and Budget.

Please find attached the Work Programs (WP) and budgets for Central Yavapai Metropolitan Planning Organizations (CYMPO), Flagstaff Metropolitan Planning Organizations (FMPO), Maricopa Associations of Governments (MAG), Pima Associations of Governments (PAG), Yuma Metropolitan Planning Organizations (YMPO), Sun Corridor Metropolitan Planning Organizations (SCMPO), Sierra Vista Metropolitan Planning Organizations (SVMPO) and Lake Havasu Metropolitan Planning Organizations (LHMPO).

Also attached for approval is the Work Programs (WP) and Budgets for Central Arizona of Governments (CAG), Northern Arizona Council of Governments (NACOG), Southeastern Arizona Government Organizations (SEAGO) and Western Arizona Council of Governments (WACOG).

If you have any questions or need additional information, please contact Angela Ringor at 602-712-8316. Thank you.

Sincerely,



Michael Kies, PE
Assistant Director for Multimodal Planning Division