

ITEM 9 - Information

May 18, 2011

Briefing on the Transportation Planning Certification Review of the Metropolitan Transportation Planning Process for the Washington, DC-VA-MD Transportation Management Area

Recommendation: Receive briefing on the on the major recommendations in the enclosed transportation planning certification review report.

Issues: None

Background: As required by federal regulations, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) conducted a certification review of the transportation planning process for the Washington, DC-VA-MD Transportation Management Area on April 19-20 and April 29, 2010.



U. S. Department
of Transportation

**Federal Highway
Administration**

**Federal Transit
Administration**

***Transportation Planning Certification Review of the
Metropolitan Transportation Planning Process For
Washington, DC-VA-MD Transportation Management
Area***

**National Capital Region Transportation Planning Board
(TPB)
Fredericksburg Area Metropolitan Planning
Organization (FAMPO)**

*Prepared with assistance from the U.S. Department of Transportation/Volpe
National Transportation Systems Center*

May 5, 2011

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Forward

Pursuant to 23 U.S.C. 134(i)(5) and 49 U.S.C. 1607, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) must jointly certify the metropolitan transportation planning process in Transportation Management Areas (TMAs) at least every four years. (A TMA is an urbanized area, as defined by the U.S. Census, with a population of over 200,000.) In general, the reviews consist of three primary activities: a site visit, review of planning products (in advance of and during the site visit), and preparation of a report that summarizes the review and offers findings. The reviews focus on compliance with Federal regulations, and associated challenges and successes experienced by the Federally-designated Metropolitan Planning Organization (MPO), State Department of Transportation (DOT), and transit operator in their cooperative conduct of the metropolitan planning process. Joint FTA/FHWA certification review guidelines provide agency field reviewers with latitude and flexibility to tailor the review to reflect local issues and needs. As a consequence, the scope and depth of the certification review reports will vary significantly.

Section 332 of the U. S. Department of Transportation's regulations governing the transportation planning process note: *The certification review process is only one of several methods used to assess the quality of a local metropolitan planning process, compliance with applicable statutes and regulations, and the level and type of technical assistance needed to enhance the effectiveness of the planning process. Other activities provide opportunities for this type of review and comment, including Unified Planning Work Program approval, the long-range plan, Metropolitan and Statewide Transportation Improvement Program Findings, air quality conformity determinations (in non-attainment and maintenance areas), as well as a range of other formal and less formal contact provide both FHWA/FTA an opportunity to comment on the planning process. The results of these other processes are considered in the certification review process.*

While the Certification Review report itself may not fully document those many intermediate and ongoing checkpoints, the "findings" of the certification review, in fact, are based upon the cumulative findings of the entire review effort. The review process is individually tailored to focus on topics of significance in each metropolitan planning area. Federal reviewers prepare certification reports to document the results of the review process. The reports and final actions are the joint responsibility of the appropriate FHWA and FTA field offices and content will vary to reflect the characteristics of the planning process reviewed. While appropriate action depends upon the nature of findings, Corrective Actions require formal FHWA/FTA follow-up. Recommendations are addressed according to the level of the problem identified and may require follow-up or review through routine oversight activities, or more formal monitoring, including meeting specific milestones or deadlines. Affected agencies will indicate how they will address recommendations and the Federal agencies will offer appropriate assistance, resources and feedback.

The findings from the review include both commendations for quality activities and recommendations for improvement of the regional planning process. It is important to

understand the specific meaning for terms that specify the outcome of the Planning Certification Review. These terms are defined as follows:

Key Definitions:

Commendations/Noteworthy Practices: Elements that demonstrate well thought out procedures for implementing the planning requirements. Elements that address items that have been difficult nationwide could be cited as noteworthy practice.

Corrective Actions: Those items that fail to meet the requirements of the Federal regulations and seriously affect the outcome of the overall process.

Recommendations: Less substantial items not requiring action, but having relevance to FHWA and FTA, with the expectation that State and local officials may consider a federal request. Typically, the recommendations involve the state of the practice instead of regulatory requirements.

Executive Summary

This report documents the Certification Review conducted by FHWA and FTA of the transportation planning process in the Washington, DC metropolitan area, as required under the Metropolitan Transportation Planning Rule (23 Code of Federal Regulations (CFR) Part 450 Subpart C and 49 CFR Part 613). The National Capital Region Transportation Board (TPB) is the Federally-designated Metropolitan Planning Organization (MPO) for most of this metropolitan area, leading the comprehensive, cooperative, and continuing (3C) planning process in cooperation with the Fredericksburg Area Metropolitan Planning Organization (FAMPO), which is the designated MPO for a portion of the metropolitan area in Virginia. Implementing agencies working in partnership with TPB and FAMPO in the planning process include the Departments of Transportation (DOTs) for the District of Columbia, the States of Maryland and Virginia, and area public transportation operators and authorities. The Certification Review incorporated results from continuing FHWA and FTA oversight since the previous quadrennial review, detailed review of products of the planning process, a desk audit consisting of written questions answered by TPB, and a series of on-site meetings with TPB and FAMPO, including MPO committees providing representation by the general public in the planning process.

Federal Actions by Topic:

Agreements

Recommendation 1: TPB should coordinate the planning process and products for the metropolitan area in accordance with the terms of the 2004 agreement with FAMPO and update the agreement if necessary to clearly define the agencies' respective planning process roles and responsibilities, as described in the Agreements/Certification discussion in the FAMPO section of this report.

Self Certification

Recommendation 2: The State DOTs should revisit their procedures for certifying the Federal metropolitan planning process to ensure their review and approval of the certifications are clearly

defined and the DOT's basis for the certification is documented: for example, that Title VI and ADA requirements are being executed.

Transportation Improvement Program

Recommendation 3: The TPB TIP should further clarify project selection and prioritization – citing instances for which the TPB actually does prioritization and selection. In addition, a narrative should be included to explain how TPB’s role in the CLRP and TIP selected projects improves the transportation system’s performance and meets regional air quality goals and needs. The states should work with TPB to create high standards of transparency and accountability for State project selection and prioritization processes conducted as part of the metropolitan planning process, including DOT decisions that are incorporated in the TIP.

Recommendation 4: The states should work with TPB to enhance verification of the reasonableness of funding sources for TIP amendments, including a process to define “reasonableness” for different types of project amendments. TPB also should ensure that each jurisdiction provides adequate documentation to justify funding availability when requesting amendments. The TIP should demonstrate that estimates of system level revenues and costs are adequate for the DOTs to operate and maintain Federal-aid routes and public transportation systems. This documentation of available funding resources and O&M estimates can be amended into the TIP as soon as this information is available.

Commendation 1: The planning process led by TPB provides an exceptionally strong linkage between the TIP and the CLRP. The integrated project-approval process is sound and the movement toward a more performance-based approach to long range planning demonstrates noteworthy initiative.

Financial Planning/Fiscal Constraint

Recommendation 5: TPB should increase the transparency of financial planning and fiscal constraint through improved documentation to make analysis and results more comprehensible to the public. Areas to address include:

- Organization of financial data and estimates to facilitate direct comparison of costs and revenues for projects and continuing and recurrent expenditures on operations, maintenance, and asset rehabilitation;
- Key assumptions (e.g., inflation, increases or shifts in allocations, fare increases, and population growth) affecting all projects, cost categories, and revenue sources; and
- Estimation methods and strategies for addressing projected financial shortfalls and policy trade-offs.

Air Quality Conformity

Commendation 2: The Federal Team commends TPB for its current initiatives, in particular the thorough AQ-conformity analysis approach and ongoing efforts to link air quality with regional planning. The Federal Team also recognizes TPB for the proactive approach to analyzing regional greenhouse-gas emissions and climate-change **efforts**.

Congestion Management Process

Commendation 3: The Federal Team commends the TPB for its well documented CMP. The Team also suggests that the CMP documentation form used to compile information as part of the annual CLRP Call for projects could also help TPB and implementing agencies to track and document CMP evaluations that support-system-capacity expansion.

Outreach/Public Participation

Recommendation 6: The Federal team recommends several actions that could enhance the TPB Public Participation Plan and practices: by providing more consistent and accessible public outreach. Specific actions are detailed in the *Public Involvement Practices* section of this report. The tasks for meeting this recommendation should be included for review and approval in the next UPWP.

Commendation 4: The Federal team commends TPB for mapping all of the Constrained Long Range Plan projects using Google Earth, as this innovation helps the public to understand the projects considered in the planning process.

Recommendation 7: TPB should develop and amend the Plan to include procedures, strategies and desired outcomes for the use of visualization techniques.

Recommendation 8: TPB should develop a formal process for selecting an information delivery method that is appropriate to the needs of a project, activity, or audience, and the desired type of public engagement.

Recommendation 9: TPB should develop a formal process to review, evaluate, and improve current public engagement techniques and activities regularly or at certain intervals of time.

Title VI and Environmental Justice

Recommendation 10: TPB should provide a signed Standard Title VI Assurance, Title VI Plan/program/method of administration with implementation, compliance, monitoring, enforcement and review procedures. Provide documented procedures regarding how Title VI training will be provided to or obtained by employees, recipients, sub recipients and other stakeholders.

Recommendation 11: TPB should seek and receive, and its affiliated Federal aid recipients must endeavor to provide, Title VI training and appropriate technical assistance pursuant to 23 CFR 200.9(b)(9). It is further recommended that VDOT especially, checks its Title VI questionnaire to TPB to make sure that the date they are sent out and the due date are sequential.

Freight and Goods Movement

Commendation 5: The Federal Team commends TPB for increasing its focus on the important role that freight movements play in the region since the last certification review. The focus on freight has resulted in the hiring of one staff person, a regional freight plan, the creation of a freight subcommittee, and the continuation of freight data collection.

Travel Demand Forecasting and Models Development

Commendation 6: The Federal team commends TPB for its comprehensive and proactive approach to modeling and conformity analysis. The Team was pleased to learn that TPB has actively organized and participated in the Association of Metropolitan Planning Organizations (AMPO) pool fund study of the state-of-the-art activity-based modeling. TPB is commended for its participation in the AMPO Travel Forecasting Technical Subcommittee, which has been meeting approximately twice a year with financial support and staff participation from FHWA's TMIP Program.

Land Use Integration and Livability

Commendation 7: The Federal Team commends TPB for the impressive and proactive *Scenario Study* and TLC Program, which have led to innovative and effective projects throughout the region.

Agreements /Certifications (FAMPO)

Recommendation 12: TPB and FAMPO should coordinate their planning processes and planning products to align with the current agreement, or revise the agreement to clearly define and reaffirm their respective planning process roles and responsibilities. In addition, TPB and FAMPO should consider an addendum to the existing agreement that would provide clarification (where needed) of the roles and responsibilities of each MPO per CFR 450.314(f).

Metropolitan Transportation Plan (FAMPO)

Commendation 8: The Federal Team commends FAMPO for the quality production of the LRTP. It is visually appealing, can be clearly understood by the reader, and contains all the required elements required by regulation. The financial section clearly identifies projected revenues and project costs. The Federal Team is also impressed with the level of public outreach involved in the development of the 2035 LRTP.

Transportation-Improvement Program (FAMPO)

Commendation 9: The Federal Team commends FAMPO for the exemplary explanation of the purpose of the TIP, the committees that play a role in the development of the product, and how to understand the information contained in the TIP.

Corrective Action 1: FHWA and FTA request that the FAMPO's RSTP and CMAQ project selection process be consistent with 23 U.S.C. section 134(j)(3)(5)(a) and 23 CFR 450.330(b). Please submit a joint letter signed by the FAMPO (MPO Chairperson/representative) and State (CTB Chairperson/representative) confirming that the FAMPO project selection process for RSTP and CMAQ projects to be implemented utilizing 23 U.S.C. funds and/or funds under 49 U.S.C Chapter 53 is consistent with federal regulation for the non-TMA MPO. If the State delegated RSTP and/or CMAQ project selection responsibilities to the FAMPO, please provide clarification in the letter. The compliance deadline for this request is within 3 months following the release of the certification report.

Congestion Management Process (FAMPO)

Commendation 10: The Federal Team commends FAMPO for extending the CMP beyond just the northern Stafford County area (the area required by law to have a CMP), to include the entire

metropolitan planning area. The Federal Team encourages FAMPO to continue to coordinate with TPB regarding CMP investments for the northern part of Stafford County within the TPB urbanized area.

Outreach/Public Involvement (FAMPO)

Commendation 11: The Federal Team commends FAMPO's noteworthy practice to capture the socio-economic/race data of citizens participating in planning workshops and 2035 LRTP public hearings. The FAMPO website is informative and well structured, and commitment by the active TAG members is noteworthy. FAMPO should take steps to increase regular participation by TAG members, replacing inactive members if necessary.

Recommendation 13: The Federal Team strongly recommends that FAMPO conduct a thorough review and update of the PPP, including all advisory committee structures and responsibilities. The update should include an evaluation of the PPP and TAG to determine their effectiveness in meeting the needs of the intended audiences (including low-income and minority populations). The tasks for meeting this recommendation should be included for review and approval in the next UPWP.

Title VI and Environmental Justice (FAMPO)

Corrective Action 2: The MPO Title VI coordinator must acquire needed Title VI training and knowledge in implementing Title VI obligations.

Corrective Action 3: The MPO must establish a Title VI/Nondiscrimination Plan. The Plan must include a public outreach and education plan; staff training plan; procedures for processing complaints; procedures for identifying and addressing Title VI/Nondiscrimination issues; process for identifying and eliminating discrimination; process for review of programs and grant applications; and a process for collecting and analyzing statistical data (including LEP and EJ populations). The compliance deadline for this request is one year following the release of the certification report.

Corrective Action 4: Within the Title VI/Nondiscrimination Plan, the Federal Team requests that the MPO have a documented process for assessing the distribution of impacts on different socio-economic groups for the investments identified in the transportation plan and TIP. The compliance deadline is six months following the establishment and adoption of the MPO Title VI Plan.

Recommendation 14: As part of the MPO Self-Certification process, the Federal Team recommends that FAMPO establish procedural guidance for verifying the process and implementation of self-certification.

Certification Statement

The FHWA and FTA have determined that the metropolitan planning process of the Washington, DC-VA-MD TMA, conducted by the MWCOTG Transportation Planning Board and the Fredericksburg Metropolitan Area Metropolitan Planning Organization, conditionally meets the requirements of the Metropolitan Planning Rule at 23 CFR Part 450 Subpart C and 49 CFR Part 613. The FHWA and the FTA are, therefore, jointly certifying the transportation planning

process, subject to implementation of the Recommendations and Corrective Actions within the next 18 months.

Introduction

The purpose of this report is to document the evaluation and Certification, as appropriate, by FHWA and FTA, of the transportation planning process conducted in the Washington, DC – VA-MD metropolitan area, in terms of its effectiveness in meeting joint FHWA and FTA regulations (23 CFR Part 450 Subpart C and 49 CFR Part 613). A team consisting of staff from the FHWA, FTA, the U.S Department of Transportation’s Volpe National Transportation Center, and the U.S. Environmental Protection Agency participated in the review, which was the fifth conducted in the Washington, D.C. metropolitan area since the planning regulations under which Federal certification is required were enacted in 1991. Federal team members and review participants are identified in Appendix E.

The agencies participating in the review having responsibilities for conducting the metropolitan transportation process include: the National Capital Region Transportation Planning Board (TPB); the Washington Metropolitan Area Transit Authority (WMATA), the region’s largest transit agency; the Maryland, Virginia, and District of Columbia Departments of Transportation (DOT); the Northern Virginia Transportation Authority (NVTA); members of TPB’s Citizen Advisory Council and Access for All; and the Fredericksburg Area Metropolitan Planning Organization (FAMPO), which is responsible for leading the metropolitan planning process in the section of Stafford County, VA within the Washington Urbanized Area.

Organization of the Review

The Washington, DC TMA is a particularly complex metropolitan area in terms of the number and range of institutions involved in the planning process. The National Capital Region TPB is the Federally-designated MPO for most of the region and FAMPO is the MPO for the portion of Stafford County, VA within the metropolitan Washington Urbanized Area.

Building on the foundation of continuing oversight and review of required planning products, including the Unified Planning Work Program (UPWP), Transportation Improvement Program (TIP), and the metropolitan transportation plan, the team prepared a set of advanced written questions for TPB, focusing on key aspects of the planning process requiring further elaboration, including TPB’s responses to Recommendations in the 2006 Certification Review report¹. TPB then prepared written responses to the Certification Review questions.² The Federal team decided on the basis of this preparatory activity that different aspects of the Certification Review should be separated to capture an expanded view of how the planning process is working in certain areas.

The Federal team conducted a series of meetings for the review, including a core set of on-site meetings on April 19-20 with the TPB staff at the Metropolitan Washington Council of

¹ The 2006 Certification Review report documented the review conducted in 2005.

² *Responses to Certification Review Questions from Federal Highway Administration (FHWA) and Federal Transit Administration (FTA)*, National Capital Region Transportation Policy Board, March 24, 2010.

Governments (MWCOG) offices on North Capitol Street NE, Washington, DC. These two days of contiguous meetings consisted of a comprehensive review of the major elements of TPB's planning process corresponding to Federal regulations and demonstrating effective practice. TPB's agency partners in the planning process participated in these meetings, including staff from WMATA and the Maryland, Virginia, and District of Columbia DOTs. Elected officials also were invited to participate in these meetings.

A number of additional meetings were conducted to provide an opportunity for public participation in the Certification Review and to address critical aspects of the transportation planning process beyond the scope of the April 19-20 meetings:

- Members of the Federal team met with the Citizens Advisory Committee on April 15 and with the Access for All Committee on April 22, at the committees' regularly scheduled meetings, providing the opportunity for local public participation. During these sessions, the Federal team engaged in open dialogue with Committee members.
- A meeting with travel demand modelers on April 29 addressed the model development program.
- Members of the Federal team met with the FAMPO on October 5 to discuss the transportation planning process for the section of Stafford County, VA within the metropolitan Washington Urbanized Area. FAMPO has an agreement with TPB for coordination of the metropolitan transportation planning process in the Washington, DC metropolitan area. The Federal team also reviewed FAMPO planning documents and had several conference calls with Stafford County officials to discuss their views regarding the effectiveness of the planning process in addressing transportation conditions within their jurisdictions.

Preliminary review observations related to TPB were presented at the April 21, 2010 to the MPO's regularly scheduled Policy Board Meeting. An April 30, 2010 Letter from Ron Kirby, TPB Director, provided additional information regarding preliminary observations presented to the TPB on April 21, 2010. The Federal team has discussed and considered this additional information and wishes to express appreciation for the clarifications and explanatory material provided in Director Kirby's letter.

Results of the 2005 Certification Review

In general the Federal team was pleased with the improvements in the transportation planning process that have occurred in the Washington region in the past four years. To further advance the progress that has been achieved in cooperative decision making, the Federal team advises TPB to consider an evaluation of the organization and management of the planning process. The TPB bylaws define MPO policy and planning functions and responsibilities and specify the MPO membership. The 2000 Census placed a portion of Stafford County in the Washington, DC-Virginia-Maryland Urbanized Area. During 2004, the TPB developed an agreement in consultation with FAMPO for cooperatively conducting the metropolitan transportation planning and programming process in the portion of the Metropolitan Washington Urbanized Area within FAMPO's boundaries. Both parties executed this agreement on November 17, 2004.

The 2005 certification review recommended that TPB work cooperatively with FAMPO to reach a resolution on the allocation and sharing of regional transit funds. This discussion between TPB and FAMPO should continue and the Federal Team recommends the matter be formally resolved or closed in writing.

National Capital Region Transportation Planning Board (TPB)

Introduction

The Washington, DC – VA – MD urbanized area is the fourth largest metropolitan area in the United States in terms of population (4,211,964, from the 2000 Census). There were 3.1 million jobs in the region in 2000 (forecast to grow to 4.1 million by 2030). The TPB's 3,020 square-mile planning area covers the District of Columbia and surrounding jurisdictions. In Maryland, these jurisdictions include Frederick County, Montgomery County, and Prince George's County, plus the cities of Bowie, College Park, Gaithersburg, Greenbelt, Rockville, and Takoma Park. In Virginia, the planning area includes Alexandria, Arlington County, the City of Fairfax, Fairfax County, Falls Church, Loudoun County, Manassas, and Prince William County. Members of the TPB include representatives of City and County governments, State transportation agencies, the Maryland and Virginia General Assemblies, WMATA, and non-voting members from the Metropolitan Washington Airports Authority and Federal agencies.

The Washington region's population and employment are expected to continue growing over the coming decades. The region (defined for these figures as the Washington DC-MD-VA Metropolitan Statistical Area) is forecast to grow by nearly 1.2 million people and almost 1 million jobs between 2010 and 2030—a 22- percent increase in population and a 29- percent increase in employment. Forecasts indicate that by 2030, the region will include 6.4 million people and 4.2 million jobs. While the region as a whole is fast-growing, some areas are growing faster than others. The outer suburbs are expected to grow much faster than the regional core, with dramatic increases in population and employment. The result of this growth pattern is that the inner suburbs and regional core are expected to have the highest concentrations of jobs in 2030, while the inner and outer suburbs are expected to have most of the population.

Overview of Metropolitan Washington, DC, Area Transportation Planning Process

The Metropolitan Washington Council of Governments (MWCOC) is a regional organization composed of 21 local governments surrounding the nation's capital. MWCOC develops regional responses to such issues as the environment, affordable housing, economic development, health and family concerns, human services, population growth, public safety and transportation.

MWCOC is the administrative home for TPB, which is the Federally-designated MPO for the region. Although the TPB is an independent body, its staff is provided by MWCOC's Department of Transportation Planning. Members of the TPB and its executive and technical committees are appointed by their respective jurisdiction or agency. TPB membership includes representatives from the D.C. Council as well as the Virginia and Maryland legislatures. WMATA, the Metropolitan Washington Airports Authority, and Federal agencies are members of the TPB but do not have membership on MWCOC's Board of Directors.

Decision making is highly dispersed in the region and as a result the TPB is one of the most institutionally complex MPOs in the nation, functioning with the equivalent of three "State

DOTs,” numerous city and county governments with land use responsibilities, Federal agencies with responsibilities for the District of Columbia, a major regional transit operator with independent authority, and numerous other transit providers. In addition, the TPB must plan for surface travel to three major airports

As a result of the 2000 census, a portion of the Washington DC-MD-VA TMA urbanized area (north Stafford County) extended into the metropolitan planning area boundary of the FAMPO non-TMA region. (The total population of the Washington DC-VA-MD urbanized area in 2000 was 3,933,910. Of this total, 47,539 or 1.2 percent, resided in the north Stafford County portion of the urbanized area). This led to TPB and FAMPO entering into an agreement whereby FAMPO committed to meeting the TMA responsibilities for transportation planning and programming requirements within the Metropolitan Washington Urbanized Area of Stafford County. The agreement was signed in 2004. This is the first time federal officials conducted and included an abbreviated review of the FAMPO planning and programming process in the TMA certification review.

TPB Review Discussion and Review Elements by Topic Area

The following sections of this report summarize the discussions and conclusions of the Federal team for each of the review elements for TPB. Later sections provide the same discussion for FAMPO.

Agreements /Certifications

23 CFR 450.314

TPB has agreements with the State DOTs (Maryland and Virginia), the District of Columbia DOT, and the regional transit operators: the Virginia Department of Rail and Public Transportation (DRPT), Northern Virginia Transportation Commission (NVTC), and WMATA:

- Memorandum of Understanding (MOU) establishing metropolitan transportation planning responsibilities for the National Capital Region, January 16, 2008.
- *Agreement for the Support of Metropolitan Planning Organization Transportation Planning Process in the Washington Metropolitan Area*, October 30, 2003; first Amendment September 17, 2008.
- *Procedures for Revisions to the Constrained Long Range Plan (CLRP) and Transportation Improvement Program (TIP) for the National Capital Region*, approved on January 16, 2008.

In addition, two agreements between the TPB and the FAMPO in Virginia and Charles and Calvert counties in Maryland are included in the UPWP. The relationship among land-use, environmental and transportation planning for the area is established through the work programs of the MWCOG and TPB. The 2005 Certification found the agreement between TPB and FAMPO for cooperatively conducting the metropolitan planning process to be in compliance but recommended that the two MPOs work cooperatively to reach a resolution on the allocation and sharing of regional transit funds and that the existing agreement be updated accordingly.

The current planning procedures and policy coordination do not entirely reflect content of the 2004 FAMPO agreement and the 2004 agreement has not been updated to reflect the recommendation in the 2005 Certification.

Recommendation 1: TPB should coordinate the planning process and products for the metropolitan area in accordance with the terms of the 2004 agreement with FAMPO and update the agreement if necessary to clearly define the agencies' respective planning process roles and responsibilities, as described in the *Agreements/Certification* discussion in the FAMPO section of this report.

Self-Certification

23 CFR 450.334

Certification review by FTA and FHWA is required in TMAs. Concurrent with the TIP submission, the State and MPO shall certify at least every four years that the metropolitan transportation planning process is being carried out in accordance with the following requirements:

- Section 134 of title 23, U.S.C.,
- the Metropolitan Planning Regulations,
- Sections 174 and 174 (c) and (d) of the Clean Air Act,
- Title VI of the Civil Rights Act,
- Section 1101 (b) of ISTEA (as incorporated in TEA-21) *49CFR part 26* regarding the involvement of DBE in FHWA & FTA funded planning projects, and
- The provisions of the Americans with Disabilities Act of 1990 (ADA).

The TPB self certifies the transportation planning process annually via a comprehensive document when the Constrained Long Range Plan is amended. The self-certification document incorporates information on how the TPB has addressed recommendations from the most recent Federal Certification. This self-certification document is prepared by TPB staff and the DOT's staff and addresses all MPO Federal planning regulations. The self-certification is provided to the DOTs for their review and signature, although DOT procedures are unclear for confirming that specific Federal requirements are met. The documentation is presented to the TPB, reviewed by the Board members, adopted by resolution, and signed by the TPB chair. The self-certification is published in the TIP, as required.

The TPB's transportation planning process encompasses multi-modal planning that is occurring at the local level. Local governments that influence transportation planning are part of the TPB process and these agencies belong to the TPB and MWCOG committees, which engage in a number of activities that contribute to the regional planning process.

Recommendation 2: The State DOTs should revisit their procedures for certifying the Federal metropolitan planning process to ensure their review and approval of the certifications are clearly defined and the DOT's basis for the certification is documented: for example, that Title VI and ADA requirements are being executed.

The TPB addresses the planning factors via its *Vision*³ for the region, which identifies broad goals and associated objectives and strategies to guide the region's transportation investments. The *Vision* document, adopted in October 1998, incorporates the planning factors specified in SAFETEA-LU. During the update/amendment cycle of the CLRP, each agency is provided a project-description form for proposed projects. Each CLRP project-description form asks the submitting agency to identify which planning factors the project supports. The following are the planning factors and examples of planning activities and supporting TPB policy goals that demonstrate the MPO's consideration of the factors:

1. Economic Vitality and Global Competitiveness: development of options for promoting international and interregional travel and trade.
2. Safety: planning for traffic enforcement, safety facility design, safety campaigns, and targeted seatbelt use.
3. Security: MWCOG's homeland-security structure, which consists of Federal, State, and local public safety and homeland-security partners.
4. Accessibility and Mobility of People and Freight: freight-planning efforts and TPB's Regional Mobility and Accessibility Study.
5. Protect and Enhance Environment, Improve Quality of Life, and Improve Energy Conservation: TPB's environmental mapping and consultation process, air-quality conformity process, Land-Use Connections program, and Cooperative Forecasting Program.
6. Enhance Integration and Connectivity of Transportation System across/between Modes: promoting and encouraging interconnected transportation systems and multimodal connections within regional core and activity centers.
7. Promote Efficient System Management and Operation: treatment of management and maintenance of existing facility's as a regional priority.
8. Preservation of Existing Transportation System: investments decisions in the CLRP where over 75% of funding is allocated to operations and maintenance (transit and highways).

Metropolitan Transportation Plan

23 CFR 450.322

TPB conducts a major update of the Constrained Long Range Plan (CLRP) every four years, through a process that includes an extensive review of future revenues and costs. Each State has a comprehensive long-range planning process, which serves as the primary source of projects submitted for inclusion in the CLRP. At the regional level, the TPB helps identify problems and needs by monitoring transportation conditions and forecasting future travel demand. There is a regular cycle for annual amendments, involving a revised conformity analysis. The technical

³ <http://www.mwcog.org/transportation/activities/vision/default.asp>

committee and TPB staff review projects received from the annual *Call for Projects* to determine whether the projects meet Federal requirements and should be approved for inclusion in the conformity analysis. The results are made public for comment before Board action.

TPB has a strict policy regarding the conformity analysis and addition of projects – if an amendment does not meet the regular schedule and cannot wait for the next annual cycle, the agency requesting the amendment must fund a new conformity analysis. Additionally, the TPB Board votes to begin the conformity analysis, thereby injecting discipline into the amendment-process cycle and not allowing the addition of more projects after the analysis has begun.

Many more projects are proposed for the CLRP than are included to move forward. Political and public support, as well as an identified and dedicated source of funding, affect whether projects move forward. Sometimes the States will decide to cut some projects for the purpose of making funds available for other high priorities. The connections between the CLRP and TIP project selection are critical. TPB staff works with the Citizens Advisory Committee on this issue and the relationships are discussed in *A Citizens Guide to Transportation Decision Making*.

With each update, an analysis of the plan's performance is conducted and reported for several performance measures. Data for the analysis are generated by the regional travel model, and show changes that are forecast as a result of the planned implementation of projects contained in the CLRP for several key indicators: vehicle miles of travel; work trip mode split; accessibility to jobs by auto and transit; air quality; lane miles of congestion; and how transit is serving the region's activity centers.

Planning Factors

The TPB addresses the planning factors through the regional *Vision*, which incorporates the planning factors specified in SAFETEA-LU. The CLRP project-submission form requires the submitting agency to identify the planning factors supported by the project.

Revenue Estimates/Projections

For the MPO's CLRP preparation, each major agency prepares its own overall forecasts of future revenues, which must be consistent with its prescribed procedures. The overall revenue forecasts for the Virginia DOT, Maryland DOT, the District of Columbia DOT, WMATA, and the local jurisdictions are prepared under their own procedural requirements. More detailed discussion of revenue forecasting for each agency is included in the *Financial Planning and Fiscal Constraint* section of this document.

Transportation-Improvement Program

23 CFR 450.324, 326, 332, 23 USC 134

The TIP, which covers a six-year period, is updated annually. The FY2010-2015 TIP was adopted in July 2009 and the 2011-2016 TIP was under development at the time of the review. Every year, TPB issues a draft document and a final *Call-for-Projects* document that presents regional goals and priorities based upon the TPB Vision and Federal planning factors.

With a few exceptions, all of the Federal funds in the region go directly to the State DOTs and WMATA, the prioritization and selection of projects to be included in the TIP is largely done at

the State and local levels. Each of the three DOTs in the region has its own State-mandated processes for funding capital projects. The DOTs compile a list of projects based on locally identified priorities and a preliminary analysis of available funds. Projects submitted to the TPB for inclusion in the TIP are reviewed for fiscal constraint and included in the air-quality conformity analysis, where necessary. TPB leads the project-development process on projects of major regional and national significance, for specific funding sources, such as Federal Transportation Investment Generating Economic Recovery (TIGER) and Congestion Mitigation and Air Quality Improvement (CMAQ), and some bicycle projects of regional significance.

The TPB works with each implementing agency to ensure that all regionally significant projects included in the air-quality conformity analysis are included in the TIP, where necessary. Each agency is responsible for ensuring that all Federally-funded projects are included in the TIP. Agencies are presented with multiple drafts of the TIP for review during the course of development. The TPB provides a financial analysis so that each agency can review its funding levels for financial constraint.

The TPB Board votes on whether proposed projects are consistent with the *Vision* as well as the financial analysis. Some of this information is also provided in the project-submission form, which addresses consistency with the *Vision* and funding sources. Much of the discussion to shape projects takes place at the local and State level before they reach the TPB. However, staff and some interested Board members participate in discussions to formulate and shape projects, as do TPB committees – there is typically little surprise when a project proposal reaches the Board. The States and local governments conduct their own prioritization process, which typically incorporates the MPO vision and goals. In many cases, sustained citizen advocacy has helped to advance specific projects.

The Federal team notes that TPB could further clarify their role in project development, selection and TIP development – specifying the role that TPB plays (compiling lists, reviewing or analyzing projects, working with the States, suggesting projects, allocating specific funding sources). While TPB does provide an explanation of the individual State processes in *A Citizens Guide to Transportation Decision Making* and in the TIP, TPB's specific role could be made clearer and more transparent.

Public Comment

The DOTs, WMATA, and the local jurisdictions each have their own public-comment process for projects before they are submitted for inclusion in the TPB's TIP. Each fall the TPB hosts a public forum to provide citizens with information on the project-development process and public involvement opportunities at the local and State levels, where they can have a greater influence on projects submitted to the TPB for inclusion in the TIP. The TPB provides two additional opportunities for public comment once projects are submitted by the DOTs and WMATA. A 30-day public comment period is held prior to including projects in the air-quality conformity analysis. After the conformity analysis has been produced, the TPB holds a final 30-day comment period before approving the TIP and CLRP. Additionally, projects proposed for inclusion in the TIP are presented for review to two citizen-based groups: the Citizens Advisory Committee and the Access for All Advisory Committee.

Modifications and Amendments

Amendments are made at the monthly TPB Steering Committee meetings or full Board meetings. These amendments may be for projects being added to the TIP or for significant changes to funding amounts or sources. The frequency of administrative modifications increased in the year preceding the Certification due to changes in funding related to the American Recovery and Reinvestment Act (ARRA). Even with the increase, however, the TPB typically processes fewer than five amendments per month.

Modifications typically consist of minor changes to funding amounts or sources, or to project descriptions. According to agreements with DDOT and MDOT, the change in funding level can be no more than 20 percent of the project cost, whereas VDOT uses a sliding scale. There are no deadlines for modifications or amendments to the TIP. The District of Columbia, Maryland, and Virginia rely upon their own STIPs to draw Federal funding. Federal approval of these STIPs typically follows approval of the TPB's TIP by several months. Consequently, amendments to the current TIP are requested and processed up until the approval of the next TIP.

There is no formal process to ensure that the TIP and STIPs are consistent. Because not all MPOs in the States update the TIPs every year, there are some sections of the STIPs that are amended every year and others that are not. Additional coordination between the TPB, the State DOTs, and FHWA may be necessary to ensure that the appropriate information on TIP and STIP amendments is conveyed.

Tracking

The TIP shows the capital funding for the first six years of the projects in the CLRP. The TPB has a database of TIP projects (associated with the CLRP) that can be used to review completion dates, inactive projects, and other aspects of project status and to track funding amounts and status of new TIP projects. TPB prepares an additional annual financial summary of the TIP, including information about the types of projects in the TIP, funding sources, funding levels by year, and comparisons with previous years. There are no specific performance measures related to TIP obligations at this time.

Commendation 1: The planning process led by TPB provides an exceptionally strong linkage between the TIP and the CLRP. The integrated project-approval process is sound and the movement toward a more performance-based approach to long range planning demonstrates noteworthy initiative.

Recommendation 3: The TPB TIP should further clarify project selection and prioritization – citing instances for which the TPB actually does prioritization and selection. In addition, a narrative should be included to explain how TPB's role in the CLRP and TIP selected projects improves the transportation system's performance and meets regional air quality goals and needs. The states should work with TPB to create high standards of transparency and accountability for State project selection and prioritization processes conducted as part of the metropolitan planning process, including DOT decisions that are incorporated in the TIP.

Recommendation 4: The states should work with TPB to enhance verification of the reasonableness of funding sources for TIP amendments, including a process to define

“reasonableness” for different types of project amendments. TPB also should ensure that each jurisdiction provides adequate documentation to justify funding availability when requesting amendments. The TIP should demonstrate that estimates of system level revenues and costs are adequate for the DOTs to operate and maintain Federal-aid routes and public transportation systems. This documentation of available funding resources and O&M estimates can be amended into the TIP as soon as this information is available.

Financial Planning and Fiscal Constraint

23 CFR 420.322 (c) and 324 (e)

The metropolitan planning regulations require that the metropolitan transportation plan (MTP) and TIP include a financial plan that demonstrates fiscal constraint. Compliance with the fiscal constraint requirement entails the development of MTPs and TIPs that are financially realistic, balancing capital and operating costs with reasonable revenue expectations, as agreed upon by MPOs and their implementation agency partners in the metropolitan planning process. The basic question to be answered is “Will the revenues identified in the TIP, STIP, or metropolitan transportation plan cover the anticipated costs of the projects and the operation and maintenance of the existing system”. If projected revenues are sufficient to cover costs and the estimates of both revenues and costs are reasonable, the fiscal constraint requirement has been satisfied.

The methods used in developing the TPB CLRP are documented in the *Analysis of Resources for the 2006 Financially Constrained Long-Range Transportation Plan for the Washington Region*. TPB continues to use largely these same methods for developing the financial plans for the CLRP and the TIP. One significant change is that future financial estimates are presented in year-of-expenditure (YOE) dollars, as required by SAFETEA-LU, as well as in constant dollars. TPB prepares a comprehensive financial plan every four (4) years and each implementing agency updates financial data for their projects between the four (4) -year updates.

Revenue and cost information for the CLRP and TIP are prepared separately by each implementation agency: MDOT, VDOT, DDOT, and WMATA. A working group composed of financial-planning staff from all the implementation agencies works with a consultant specializing in transportation system finances to coordinate the financial plans from individual agencies into a unified financial plan for each major CLRP update. While the group reviews all the financial information prepared by each implementing agency for consistency and accuracy, each agency has ultimate responsibility for ensuring the validity and reliability of their analysis and forecasts. The working group reviews the methods and assumptions, such as rates of inflation, to assess their reasonableness based on past trends and related analysis, although TPB has not identified a specific set of review criteria. While the specifics of this review are not documented and provided to the public or Federal agencies, a summary of the financial plan component of the CLRP is available on the CLRP website,⁴ including charts and graphs showing where funding is coming from and where it is going.

Each implementation agency’s financial analysis identifies the source and amount of funding reasonably available to build, operate, and maintain projects during the period of the CLRP. The major sources of funds for the implementation agencies are Federal, State, and local

⁴ <http://www.mwcog.org/clrp/elements/financial.asp>

governments. State and local funds are obtained from fees on gasoline, trucks and trailers, tires, vehicle registration, and tolls.

MDOT uses a trend-based forecast model, which ensures that its future forecasts are based on historical rates of growth of its transportation revenues. The MDOT procedure combines all historical revenue sources into one aggregate rate of growth and, thus, does not differentiate specific sources of future revenue growth. For MDOT, there is a close match between past rates of growth and future rates of growth. MDOT provides all Maryland funding for WMATA, and, therefore, MDOT forecasts include all funding that Maryland assumes to be provided to WMATA.

VDOT must, by law, utilize commonly prepared forecasts of State revenues, which are all based on assumptions of no change in any rates of taxation, such as for fuel taxes. In fact, Virginia fuel-tax rates have remained stable. Virginia has also forecast future Federal aid based on the same assumptions about constant fuel-tax rates. Virginia's practice is consistent with extrapolation of past trends for State sources of revenues and, given that there has been no Federal fuel-tax adjustment since 1993, forecasts of Federal aid are consistent with extrapolations of recent trends.

DDOT does not have dedicated transportation revenue sources, other than Federal aid for highways, and forecasts the funding to be made available for highways and public transportation based on the extrapolation of past trends. The District's support for WMATA is included in these forecasts.

WMATA receives funding from a direct Federal allocation, as a designated recipient, and has historically received special allocations based on its location in the Federal capital and its use by the Federal workforce. WMATA takes into account its past Federal aid of both types and extrapolates this forward as part of its revenue analysis. The funding jurisdictions review WMATA's needs and reach agreement on future trends in funding from their sources. An important proviso is that this agreement constitutes planning assumptions, rather than dedications of long-term revenues to WMATA.

Local jurisdictions rely primarily on their own extrapolations of funding sources and allocations to transportation. The mix of highway and transit funding differs between MDOT and VDOT. Since VDOT provides most highway funding in Virginia, local highway funds are a smaller share of the total. Since counties and cities in Maryland make substantial highway investments, using their legislatively determined share of State highway revenues along with local revenues, the Maryland counties and cities extrapolate past trends.

For FTA New Starts and Small Starts, which are discretionary, the region identifies all projects that will attempt to receive funds from this source. In the past, a rough constraint has been agreed upon that this will not involve more than an estimated 10 percent of future Federal discretionary grants for these programs.

The implementation agencies use different inflation rates to convert constant dollars to YOY for their financially constrained CLRP and TIP. During the Certification review, the MPO staff expressed concern about a projected revenue shortfall for projects in the CLRP and TIP. Some of

the innovative funding methods being used to close the gap between costs and revenues include Garvee Bonds, Public/Private partnerships, and developer-funded projects. Recently, additional revenue has been provided by ARRA and TIGER grants.

Agencies are required to complete a project-description form that documents complete financial information when new projects are submitted for inclusion in the CLRP or as amendments to the CLRP or TIP, including total cost of the project, proposed funding sources, and timing of expenditure. The forms are reviewed by TPB staff and the DOTs are asked to submit a more detailed financial plan to support the cost estimate and proposed funding sources if the project represents a significant, new capital cost. TPB staff and the TPB's Technical Committee review costs and proposed funding. It was revealed during the Certification review, however, that not all amendments requests follow this procedure.

TPB has observed that financial constraint is the toughest hurdle facing any new capital improvement proposed for inclusion in the CLRP and TIP – sometimes another project has to be removed to allow new projects to be added. State DOTs also need to show that they can maintain existing services. Many of the projects over the past few years have had very detailed financial analyses and plans; particularly now that funding is so severely limited, the only projects going forward are supported by in-depth analysis to prove that they are viable. TPB has reported that it must rely to a great degree on the reliability of the financial information provided by the DOTs because it does not have the resources to conduct independent financial audits.

TPB has conducted detailed studies to identify alternative revenue sources and strategies, including sales- or gas-tax increases, to address estimated, unmet funding needs. *The September 2006 Progress Report on the National Capital Region's Short-term Transportation Capital Funding Needs* identified a broad range of candidate new-and-expanded sources of funding. Tolling has been the principal means used to tap new revenue since limits on funding have become a serious problem for financing investments in the regional transportation system.

While TPB has done extensive work in scenario planning, the CLRP does not specifically examine the impacts of financial constraint versus scenarios illustrating higher funding levels, as do many MTPs in other regions. NVTAs prepares a long-range transportation plan that compares a financially constrained plan to a vision plan in terms of differences in level of service on area roadways. TPB reports that the level of public awareness of funding issues is high.

The presentation of financial information in the TIP does not include a direct side-by-side comparison of total costs versus revenues. Despite the thorough financial planning performed by TPB, transparency in documenting financial information and analysis, including the specific impacts of financial constraint on the transportation program and long-range plan, could be enhanced.

Recommendation 5: TPB should increase the transparency of financial planning and fiscal constraint through improved documentation to make analysis and results more comprehensible to the public. Areas to address include:

- Organization of financial data and estimates to facilitate direct comparison of costs and revenues for projects and continuing and recurrent expenditures on operations, maintenance, and asset rehabilitation;

- Key assumptions (e.g., inflation, increases or shifts in allocations, fare increases, and population growth) affecting all projects, cost categories, and revenue sources; and
- Estimation methods and strategies for addressing projected financial shortfalls and policy trade-offs.

While the Federal team recognizes the unique challenge posed by a planning process that includes two States and a jurisdiction separate from those States, the TPB is encouraged to demonstrate best practice in planning for a multi-State MPO. In expanding its current financial planning efforts to enhance documentation, TPB can serve as a national example for other metropolitan areas grappling with similar integration and coordination issues across multiple jurisdictions.

UPWP Development

23 CFR 450.314, 420.109

The UPWP work elements are designed to respond to requirements in the final regulations for CMP, financial plans, public participation, air quality planning, and State/local coordination in the development of plans and programs. Work elements are also designed to strengthen coordination between land activity forecasts and transportation planning. There are three kinds of planning activities described in the UPWP: regional transportation planning and special technical-assistance projects conducted by TPB staff in cooperation with State and local agencies and WMATA; Continuous Airport System Planning funded by the Federal Aviation Administration; and State Planning and Research programs funded and conducted by the three State transportation agencies. The seven major work activities are:

1. Coordination and Programs
2. Forecasting Applications
3. Development of Networks and Models
4. Travel Monitoring
5. Technical Assistance
6. Continuous Airport System
7. Plan Support

The UPWP is linked to the goals, objectives, and priorities of the CLRP. Through work elements such as the congestion-management process, financial plan, and public participation, it complements the development of the constrained long-range plan. Each UPWP builds upon the previous year's UPWP. It is an established process developed through cooperation among the transportation agencies in the region. The UPWP is prepared in accordance with an annual calendar with participation of these agencies acting through TPB, the TPB Technical Committee, and its subcommittees. To track progress, TPB sends monthly UPWP progress reports as well as an end-of-year summary of activities and funding to FHWA. The UPWP includes information on how funds are allocated by funding source, including FTA and FHWA funds, as well as the State and local match.

The TPB seems to have a coordinated process for providing technical assistance to local jurisdictions through the UPWP. The UPWP adequately describes subject roles, responsibilities, and cooperative actions; the staff management section provides comprehensive information on

management activities, with three to four percent of the total amount allocated to FTA and FHWA seminars.

The Federal team has identified several actions for TPB consideration, to enhance the development of the UPWP:

- Conduct annual UPWP meetings to gather information for the development of priority activities and for UPWP common themes and issues. The meetings would include TPB, the Technical Committee, and WMATA, and ensure that they are able to solicit input from each jurisdiction;
- Consider developing a (2) year UPWP and/or extendable Consolidated Program Grant contracts as an option for the future;
- Be more relevant outside of Federal process and view Federal requirements as the base, not the limits, of its role in the region. Continue to enhance their role to serve as a "convener" and be central in the regional network of connections and issues;
- Be appropriately proactive and entrepreneurial, implying a need for stronger TPB membership/leadership; and
- Improve transparency by better articulating the importance of the CLRP as the foundation of fiscal planning, including an explicit linkage between the CLRP and the UPWP tasks and budgets.

Air Quality and Conformity

23 CFR 450.324, 450.330

Section 176 (c) (1) of the Clean Air Act Amendment

Section 176(c)(1) of the 1990 Clean Air Act Amendment (CAAA) states: "No metropolitan planning organization designated under section 134 of title 23, United States Code, shall give its approval to any project, program, or plan which does not conform to an implementation plan approved or promulgated under section 110." The Intermodal Surface Transportation Efficiency Act of 1991 subsequently included provisions responsive to the mandates of the CAAA. Implementing regulations have maintained the strong connection.

Rather than serving as the primary focus for any specific regulations, provisions governing air-quality-related transportation planning are incorporated into several metropolitan planning regulations. For MPOs that are found to be air quality nonattainment or maintenance areas, there are special requirements in addition to the basic requirements for a metropolitan- planning process. The additional provisions include formal agreements to address air-quality-planning requirements, and requirements for setting metropolitan-planning area boundaries, interagency coordination, Transportation Plan content and updates, the CMS, public meetings, and conformity findings on the Transportation Plan and TIP.

The Washington metropolitan area is in moderate nonattainment for the 8-hour ozone standard and is also in nonattainment of the PM_{2.5} annual standard. The TPB is the lead organization responsible for providing documentation that the TIP and long- range plan conform to the region's air quality State Implementation Plans (SIPs). These determinations are based upon the technical analyses conducted by the TPB staff, in conjunction with the member jurisdictions' air quality and transportation agencies. In addition, TPB shares relevant transportation-planning

data with the Baltimore Metropolitan Council, which is the MPO for the Baltimore-Washington, DC metropolitan-planning area.

The traffic volume and speed data required for running the emissions model are obtained through network travel-demand modeling by TPB staff. The TPB uses the traffic volumes and speeds to run the appropriate MOBILE emissions model to compare emissions results against the appropriate SIP emissions budgets. The TPB staff also has the ability to run the MOBILE emissions model, and uses the model to analyze the emission reduction potential of control measures and emission impacts of alternative transportation scenarios. For the purpose of conformity determinations, the emissions analysis is coordinated between the TPB staff and other regional air-quality agencies.

Clean-air planning has been identified as a regional work-task priority in order to assure timely attainment of the air-quality standards and to protect human health. The TPB has continued to improve their transportation-modeling capabilities on an ongoing basis.

The conformity analysis for the 2010-2015 TIP and the 2009 Constrained Long-Range Plan projects VOC and NOx emissions to be lower than the 2008 ozone SIP mobile-emissions budgets and the PM2.5 mobile emissions to be lower than the 2002 base year.

In addition, the TPB has:

- Developed and maintained a high level of public participation in the air-quality planning and conformity processes;
- Addressed all EPA requirements for each conformity analyses performed and submitted;
- Provided many opportunities for governmental and public entities to participate in the air-quality and conformity planning process; and
- Provided technical support to the three jurisdictions' air-quality agencies during the SIP planning process in terms of developing mobile emissions budgets, which contribute to the regional air-quality attainment goals for both ozone and PM2.5.

TPB can significantly contribute to future 8-hour ozone or PM2.5 SIPs, which may be required under new air-quality standards. Its primary contribution is to provide technical support to its jurisdictions to assist development of mobile-emission budgets and emission-reduction strategies. In the future, TPB can also proactively address mobile emissions for any future greenhouse gases or climate-change requirements that may occur at the State or Federal level. Other future contributions include working with the Metropolitan Washington Air Quality Committee to develop relevant CMAQ projects or Transportation Emission Reduction Measures (TERMS) that will contribute to overall air quality improvements. As TPB proactively transitions from the EPA MOBILE model to the EPA MOVES model, it continues to be a leader in addressing greenhouse gases and climate-change programs. Further coordination with the MWCOG Climate, Energy, and Environment Policy Committee to support mobile source-emissions inventory development and emissions-reduction analyses for greenhouse-gas emissions will help continue TPB's good work.

Commendation 2: The Federal Team commends TPB for its current initiatives, in particular the thorough AQ-conformity analysis approach and ongoing efforts to link air quality with regional planning. The Federal Team also recognizes TPB for the proactive approach to analyzing regional greenhouse-gas emissions and climate-change efforts.

Congestion Management Process

23 CFR 450.320, 500.109 (b)

The TPB has incorporated four major components of the Congestion Management Process (CMP) into their CLRP including:

- Monitor and evaluate transportation system performance.
- Define and analyze strategies.
- Implement strategies and assess.
- Compile project-specific congestion management information.

These components of the TPB CMP have led to the development of congestion-related mitigation programs and projects contained in the CLRP and TIP. The TPB has implemented several strategies as a result of the CMP, including the promotion of local travel-demand management, the encouragement of public-transportation improvements and their continued improvement with the Commuter Connections Program. The TPB is encouraged to continue pursuing alternatives to capacity increases and ensure that these strategies are informed by the CMP.

Commendation 3: The Federal Team commends the TPB for its well documented CMP. The Team also suggests that the CMP documentation form used to compile information as part of the annual CLRP Call for projects could also help TPB and implementing agencies to track and document CMP evaluations that support-system-capacity expansion.

Outreach/Public Participation

23 CFR 450.316

Public Participation Plan

The TPB adopted its most recent Participation Plan in December 2007, which outlines an overall framework for participation in the TPB process as required by Federal regulations. While the Plan generally adheres to the Federal policy for public involvement, one requirement missing is the use of visualization techniques, which are effective at communicating both abstract and concrete ideas. The Plan clearly distinguishes three broad categories of TPB constituencies, each with varying information needs (involved, informed, and interested). The Federal Team notes that the TPB has not yet developed the simple and abridged versions of documents and publications mentioned in the Plan, or formalized the process for continuous evaluation of the TPB's public-involvement activities.

Public Involvement Practices

TPB engages citizens in the transportation-planning process through a number of activities described below:

- Committees: The TPB has two established public advisory committees to serve the planning process – the Citizens Advisory Committee (CAC) and the Access For All

(AFA) Committee. Members of the Federal team attended the April 2010 meetings of both committees. Both groups commended the TPB for its public outreach efforts, though both groups indicated that in general, the public is not as informed about transportation planning as they feel they should be. CAC Members did not clearly understand the selection process for future members, and some were unsure of how they gained their seat or who nominated them. Several AFA members seemed more focused on their dissatisfaction with the local paratransit service, rather than transportation planning in general.

- **Communication:** The TPB relies heavily on electronic media for public communication and engagement in transportation planning activities. Primarily, the TPB utilizes an extensive database of email contact information to send notification of TPB's monthly meetings, and other notable events in which the TPB would like to engage the public. The TPB staff members are responsive to telephone, written, and electronically-sent comments and provide written responses when appropriate. The TPB makes meeting documents, and other reports and publications available for public access on their website, as well as citizen guides that explain how the transportation process works in the Washington, DC, region. The site is comprehensive in its content and relatively easy to use; however, some information and links should be checked for accuracy. The public is invited to speak to the TPB at the beginning of monthly Board Meetings, though none of the committee meeting agendas or webpages explicitly state that the public is welcome or invited to attend, or that there is a public-comment period during the meeting.
- **Outreach:** The TPB public outreach efforts since the last review include 40 interactive public forums held over a 2-year period related to the TPB scenario study. TPB held a highly successful Barrier Awareness Day, in which TPB Board members and paratransit bus/rail riders rode the system together to personally experience barriers that sometimes only the paratransit users can see or feel. TPB has also established the Community Leadership Institute (CLI), a 2-day training workshop designed to help local leaders understand the transportation issues the region is facing and how transportation planning and investment decisions are made. These workshops are facilitated by former TPB Chairs.

Commendation 4: The Federal team commends TPB for mapping all of the Constrained Long Range Plan projects using Google Earth, as this innovation helps the public to understand the projects considered in the planning process.

Recommendation 6: The Federal team recommends several actions that could enhance the TPB Public Participation Plan and practices:

- Convene the CAC, AFA, and the WMATA Riders Advisory Council together at reasonable intervals to share ideas, concerns, and ask questions of one another. Continue to convene all TPB and Committee members, similar to the May 26th, 2010 Conversation on Regional Transportation Priorities.
- Limit the time that each AFA meeting spends discussing quality of service, to allow for time to provide productive feedback regarding transportation planning.

- Consider conducting meetings at locations and times that may be more convenient to the general public. Seek opportunities to participate in community events, such as local fairs or open houses, to educate and inform the public of TPB activities as well as look for opportunities to link transportation issues to other prevalent issues (education, housing, employment, etc.).
- Explore other methods and media to provide information to the public other than email. Consider recording meetings and making them available over a public cable channel, and on websites, or hold online (Web 2.0) public meetings to allow folks to ‘attend’ the meeting within a specified period of time of the actual meeting. TPB could also increase its use of newspaper columns, such as “Doctor Gridlock.”
- Establish a Public-Involvement Management Team with Public Information Officers from each jurisdiction that coordinates among their agencies for transportation planning, programming, and operations activities. This would help to harmonize the individual public outreach efforts and increase media coverage of TPB’s work.
- Gather information to evaluate the effectiveness of public outreach strategies. This could include: adding a column to public-speaking sign-in sheets that asks each commenter how they learned about the meeting, posting a small survey on the website each month, or sending a postcard survey asking about the process.
- Consider opportunities to involve college or high school students in the planning process:
 - Develop a CLI for students that could be held during the summer months, and perhaps be eligible for academic credit or recognition.
 - Consider expanding the CAC and AFA membership to include a student interested in transportation or urban planning.
 - Create an outreach program to young students using surveys, games, puzzles, and safety tips, or hold an annual poster contest for the cover page of a particular document, or as the screensaver of the TPB transportation webpage.
 - Engage high-school and/or college students interested in a career in communications by coordinating a Public Service Announcement Contest. The purpose would be to educate students about the role of the TPB and have them utilize their creativity to promote a specific transportation project or topic in 30-second TV spots.
 - Develop a blog to inform the public of current issues, discussions, and decisions.

The tasks for meeting this recommendation should be included for review and approval in the next UPWP.

Recommendation 7: TPB should develop and amend the Plan to include procedures, strategies and desired outcomes for the use of visualization techniques.

Recommendation 8: TPB should develop a formal process for selecting an information delivery method that is appropriate to the needs of a project, activity, or audience, and the desired type of public engagement.

Recommendation 9: TPB should develop a formal process to review, evaluate, and improve current public engagement techniques and activities regularly or at certain intervals of time.

Title VI and Environmental Justice

23 CFR 450.316(b)(2), Executive Order 12898, U.S. DOT Order on Environmental Justice

The review focused on TPB's methods of administration – policies, processes, practices, procedures and strategies – to fulfill its Title VI nondiscrimination responsibilities (including environmental justice and limited English proficiency) as a recipient of federal financial assistance. At the time of the on-site review, TPB did not have a comprehensive document of methods of administration, Title VI Implementation Plan/program pursuant to 49 CFR 21.7(b)(2) and USDOT Order 1050.2, #9, or a Title VI Assurance pursuant to 49 CFR 21.7 & 23 CFR 200.9(a)(1). TPB has since completed and adopted, a *Title VI Plan to Ensure Nondiscrimination in All Programs and Activities*, dated July 14, 2010, and submitted to the Federal review team. TPB indicated during the review that they have in place a loose system of procedures and mechanisms to ensure nondiscrimination in all its programs, activities and services. Although they were not codified or contained in a single document at the time of the review, the *Title VI Plan to Ensure Nondiscrimination in All Programs and Activities* documents the components of TPB's Title VI policies and activities. TPB indicated that they have not received Title VI training or been informed of training opportunities by the State DOTs or principal recipients.

The Federal Team reviewed the July 2010 Title VI Plan and encourages the TPB to continue, expand, and possibly make more visible efforts to demonstrate compliance with the requirements of Title VI. TPB should expand in the following areas:

- Title VI, LEP and EJ monitoring, compliance, enforcement and review procedures;
- A Title VI Nondiscrimination assurance and commitment based on race, color, national origin, sex, age and disability/handicap á la FHWA Title VI Program in 23 CFR 200.5(p);
- A complete and signed Standard DOT Title VI Assurances (DOT 1050.2);
- Data collection procedures relative to Title VI Nondiscrimination;
- Procedures to ensure small, socially and economically disadvantaged businesses are afforded the opportunity to participate in Federal-aid programs and activities;
- Title VI annual work plan and accomplishment report;
- A complaints procedure that indicates that it is FHWA, FTA or Federal agency from which it receives federal financial assistance that has the delegated authority to issue final agency decisions on Title VI complaints of alleged discrimination;
- Explicit procedures as to how Title VI training will be provided to or obtained by employees, recipients, sub recipients and other stakeholders; and
- Develop an administrative structure suitable for the effective implementation of Title VI Nondiscrimination.

Recommendation 10: TPB should provide a signed Standard Title VI Assurance, Title VI Plan/program/method of administration with implementation, compliance, monitoring, enforcement and review procedures. Provide documented procedures regarding how Title VI training will be provided to or obtained by employees, recipients, sub recipients and other stakeholders.

Recommendation 11: TPB should seek and receive, and its affiliated Federal aid recipients must endeavor to provide, Title VI training and appropriate technical assistance pursuant to 23 CFR

200.9(b)(9). It is further recommended that VDOT especially, checks its Title VI questionnaire to TPB to make sure that the date they are sent out and the due date are sequential.

Freight and Goods Movement

Section 3005(a)(h)(1) of SAFETEA-LU

Since the last certification review in 2005, TPB has created a freight program and hired a staff member dedicated to freight planning issues. The program consists of several activities, as described below.

TPB established a Freight Movement Subcommittee in April 2008. The subcommittee initially met quarterly and currently meets bi-monthly; meetings are open to all. While there are a variety of stakeholders, thus far the rail community has been most involved. Both larger railroad companies, CSX and Norfolk Southern have requested support for major infrastructure projects, the Crescent Corridor and National Gateway projects, respectively. Coordination with local governments includes addressing curbside management issues with DDOT.

TPB is in the process of developing a Freight Plan which consolidates lists of projects from other plans, including the CLRP. Part of the purpose of the consolidation is to show that projects that may have been identified for other purposes such as passenger improvements can also benefit freight. The plan also raises awareness about commuter/freight rail coordination and infrastructure issues. The Freight Plan has not yet prioritized projects, but may do so at a later time.

TPB staff members have developed relationships with other groups and agencies to further the agency's knowledge and understanding of freight issues. TPB participates in a freight industry group, the Council of Supply Chain Management Professionals, and coordinates with other MPOs in the I-95 corridor, including the Baltimore, Wilmington, and Philadelphia/Trenton area MPOs. TPB has also been involved with the I-95 Corridor Coalition and its rail and trucking corridor studies. TPB experiences common difficulties related freight data collection and modeling. The MPO is currently updating its model to account for freight by incorporating truck counts. To the extent possible, it encourages private sector industry groups to share and obtain more information related to the freight and the overall planning process.

Moving forward, TPB may be able to make use of an FHWA presentation geared toward private sector groups and a related set of fact sheets. TPB would also benefit by educating all of the planning staff to better understand and integrate freight movement issues into the planning process. The National Highway Institute's web-based, self-paced course, Integrating Freight in the Transportation Planning Process (#139006) may help with this endeavor.

Commendation 5: The Federal Team commends TPB for increasing its focus on the important role that freight movements play in the region since the last certification review. The focus on freight has resulted in the hiring of one staff person, a regional freight plan, the creation of a freight subcommittee, and the continuation of freight data collection.

The Transportation Conformity Rule established a regulatory requirement that includes minimum specifications for travel models used to forecast vehicle activity for regional emission analyses in conformity determinations in certain non-attainment and maintenance areas [40 CFR 93.122 (b) and (c)]. The minimum specifications apply only to metropolitan planning areas with an urbanized area population over 200,000 that are also serious, severe or extreme ozone or serious carbon monoxide non-attainment areas. All other non-attainment or maintenance areas must continue to meet the minimum specifications for travel models established in the Conformity Rule to the extent that those procedures have been the previous practice of the MPO.

In reviewing model documentation and meeting with MPO staff, the Federal team found that TPB meets the requirements stated in the EPA Transportation Conformity Rule and has continued its modeling improvement program since the mid-2000s. Noteworthy practices include:

- TPB has actively engaged state, regional and local stakeholders through the Travel Forecasting Subcommittee, seeking input about modeling improvement programs, data collection activities, research topics, and model enhancement results. The committee includes a wide range of government entities, transit operators, and private consultants.
- TPB budgeted nearly \$9.5 million in the FY2011 UPWP for modeling related tasks. They include modeling enhancements and forecasting, GIS tool and network development, data collection and analysis, emissions and conformity analysis and air passenger modeling. TPB has allocated adequate resources for improving their forecasting capabilities.
- TPB has prioritized modeling enhancement activities based on application needs. It has begun several major model enhancements, preparing for development of the 2040 long-range transportation plan. For example, TPB is currently revising the zone structures (using smaller zones and detailed networks), allowing it to better evaluate bicycle and pedestrian projects. It has also incorporated WMATA's nested logit mode choice models, providing improved capabilities in evaluating HOV/HOT and major transit projects such as new Metro rail lines or extensions, bus rapid transit and light rail transit. TPB has updated the model parameters using 2007/2008 household travel survey and transit on-board travel survey data, capturing more recent travel behavior and travel patterns for the Version 2.3 model.
- Since 2006, TPB has used consultants to conduct research on emerging topics identified either by TPB staff or raised at the Travel Forecasting Subcommittee meetings. The research work typically involves surveys of other MPOs' practices, assesses techniques/procedures applicable to TPB's modeling structures; and recommends implementation strategies. The past research topics included equilibrium or dynamic traffic assignment, HOV/HOT and other emerging managed lane concepts, peak spreading & fuel price sensitivities, external travel and activity

based modeling, etc. TPB has since implemented various recommendations based on the task-order based consulting research work.

- The MPO has conducted several major primary data collection activities since the mid-2000s, including the 2007/2008 household travel survey, the 2007 and 2008 Metrorail on-board surveys, the 2008 bus on-board surveys, 2005 commercial vehicle survey, 2007 regional air passenger travel survey, airport ground access travel time study, traffic counts and traffic monitoring studies. TPB conducted the household travel survey jointly with the Baltimore Metropolitan Council and over-sampled households in the regional activity centers, allowing for evaluation of transit oriented development and other walkable/sustainable community opportunities. The Federal team finds that TPB has planned and programmed its data collection and model enhancement activities in a comprehensive manner, leaving it in a good position to calibrate, validate and update the travel model.
- Beginning in March 2012, MOVES, the new motor vehicle emission model developed by EPA, will be required for regional emissions analyses for SIP and transportation conformity purposes. MOVES is the best available tool for estimating air toxicity and greenhouse gas emissions. There is a two-year grace period for agencies to develop their capability to use MOVES. Since 2009, TPB has established a MOVES Task Force, developed a MOVES Model Testing Plan and started to learn the complexity of MOVES and its potential impact on emission results. TPB staff is aware of the complexity of MOVES and has allocated reasonable resources to learn how to use the model. The Federal team is confident that TPB will be able to meet the March 2012 deadline for use of the MOVES model.

Commendation 6: The Federal team commends TPB for its comprehensive and proactive approach to modeling and conformity analysis. The Team was pleased to learn that TPB has actively organized and participated in the Association of Metropolitan Planning Organizations (AMPO) pool fund study of the state-of-the-art activity-based modeling. TPB is commended for its participation in the AMPO Travel Forecasting Technical Subcommittee, which has been meeting approximately twice a year with financial support and staff participation from FHWA's TMIP Program. This forum provides opportunities for TPB and other comparable MPOs to discuss their advanced modeling experiences, policy evaluation sensitivities, and insights on developing and applying advanced models.

Intelligent Transportation Systems

23 CFR 940

The Regional Intelligent Transportation System (ITS) Architecture comprises information on regional-level multi-agency, inter-jurisdictional projects and programs. For any ITS project submitted to the CLRP through the call for projects, implementing agencies indicate that the project references the most appropriate ITS architecture, as well as indicating use of Federal rule 940-compliant engineering process. TPB coordinates ITS activities through the Management, Operations, and Intelligent Transportation Systems (MOITS) Policy Task Force and MOITS Technical Subcommittee.

Key MOITS activities include:

- Advising the TPB and other committees on management, operations, and technology issues, and providing a forum for information exchange on these issues among member agencies;
- Coordinating with the Regional Emergency Support Function #1 (RESF-1) Emergency Transportation Committee (which is within the structure of MWCOG's public safety committees);
- Providing planning input to the Metropolitan Area Transportation Operations Coordination (MATOC) Program (an implementation consortium of regional transportation agencies of which TPB is an ex-officio member);
- Examining traffic signal optimization;
- Coordinating with the Congestion Management Process; and
- Maintaining the Regional ITS Architecture.

A MOITS Strategic Plan is under development, anticipated to be completed by June 2010. The Strategic Plan will identify key future focus areas for the MOITS Technical Subcommittee as well as recommendations for best practices and potential regional projects in the MOITS arena.

Land Use Integration and Livability

The TPB *Vision* identifies better coordination of transportation and land use planning as a key policy goal. In 2000, TPB initiated the *Regional Mobility and Accessibility Scenario Study*, a long-term planning exercise that explores alternative land use and transportation scenarios for the region's future. The scenario planning initiative examines issues such as population growth, land use, transportation pricing scenarios, and transit options, and identifies the potential benefit that more compact, transit-oriented development could have in helping to alleviate travel congestion.

In 2006, TPB created the [Transportation/Land-Use Connections \(TLC\) Program](#), which provides technical assistance to local governments to help implement strategies suggested in the *Scenario Study*. The TLC technical assistance program provides consultant assistance to local jurisdictions in the region; local jurisdictions can submit applications for the program with a short description of the proposed project. Technical assistance is funded with transportation planning funds.

TPB has used the TLC program to focus regional development around Metrorail stations, emphasizing Transit Oriented Development (TOD). TPB has identified many opportunities for TOD in the region, particularly in the eastern part of the region, as well as challenges. Local concerns include: traffic congestion around stations, water quality, and aging infrastructure. It can often be difficult for local citizens to take the broader regional perspective necessary for effective land use-transportation integration in general, and specifically TOD. The TLC tries to bring local citizens into the broader regional planning process while also providing technical support to local jurisdictions. Communities like Montgomery County, MD, and Fairfax County, VA, have used the TLC program to help develop policies to focus development around Metro stations, identify priorities, and coordinate with local transportation officials. One challenge for the TLC program has been promoting affordable housing in TOD areas; the Access for All Committee members have raised concerns about affordability and gentrification with the region's focus on TOD and smart growth. TPB is working with the organization Reconnecting America to study the issue regionally and to develop tools and a calculator that can

address tradeoffs between transit accessibility and housing costs. WMATA has developed a panel to study joint development around station areas, including housing affordability around Metro stations. As a result, WMATA has proactively partnered with local jurisdictions to require a portion of new developments around Metro stations to be dedicated to affordable housing units, and has provided incentives such as increased floor area ratio benefits to developers.

Through the TLC Program, TPB also provides an information clearinghouse to assist local jurisdictions with issues regarding developing livable communities. The clearinghouse provides on-line information about transportation/land-use coordination strategies and resource information on national organizations that support the goals of the TLC program.

Commendation 7: The Federal Team commends TPB for the impressive and proactive *Scenario Study* and TLC Program, which have led to innovative and effective projects throughout the region.

Transit Planning

WMATA is the primary transit provider (and designated recipient of FTA formula funds) in the Washington DC-VA-MD Region. WMATA is directly involved with TPB activities and sits on several committees. There are also many smaller transit providers in the region; TPB identified 17 transit operators in the region as potential participants in the Certification Review, most of which provide bus service only and do not receive Federal funding.

Transit providers in the region participate in several TPB committees and subcommittees, including the Regional Bus Subcommittee, which coordinates bus planning throughout the region. Buses currently carry nearly half of the transit rides in the region, and the share is quickly increasing. The Regional Bus Subcommittee plays an important role in the TPB planning process; as the regional rail system is operating at near full capacity, bus service will play an increasingly important role in the transportation network. Common transit operator concerns include: availability of park and ride lots, equipment shortages and maintenance facilities.

The transit providers maintain cooperative agreements to share usage of facilities, such as maintenance garages and CNG facilities. Most of the regional transit coordination takes place through WMATA, rather than TPB; many of the smaller operators have not worked together directly. WMATA is the lead agency for conducting a regional bus stop inventory, and recently hosted a regional bus conference.

TPB hopes to work with the regional transit providers on long range planning issues, including coordinated bus schedules and common fare policies. Many of the smaller transit operators only conduct short- range planning, often for no more than three years at a time. Other operators have long term strategic plans, but they are coordinated with other smaller bus operators or with TPB.

Bicycle and Pedestrian Planning

The Bicycle and Pedestrian Subcommittee of the TPB Technical Committee advises TPB and its committees on bicycle and pedestrian considerations in overall regional transportation planning. Data relevant to walking and bicycling are gathered as part of the regional household travel survey, and are incorporated into regional transportation modeling and forecasting. The region has a stand-alone *Regional Bicycle and Pedestrian Plan*, which was adopted by TPB in FY2007, and provides guidance for continued regional planning activities. A major update to this plan is under development, including a database for tracking projects. The database will help track how quickly projects are implemented, and will be used as an input into the regional transportation model.

The *Regional Bicycle and Pedestrian Plan* incorporates all bicycle and pedestrian projects that are in an approved jurisdiction or agency plan and are judged large enough to be regionally significant. Any project greater than one mile in length and/or greater than \$300,000 in cost is considered regionally significant. Projects can be stand-alone bicycle or pedestrian projects, or be incorporated into a larger transportation project. The plan is fiscally unconstrained; projects need not have funding identified. The only requirement for inclusion is that the project be part of an approved jurisdiction or agency plan, and that it be large enough. The TLC program has funded many planning projects related to bicycle and pedestrian facilities and accommodation.

The Bicycle/Pedestrian Subcommittee develops an annual list of priority bicycle and pedestrian projects recommended for inclusion in the TIP. The list is compiled based on *unfunded* or *partially funded* bicycle and pedestrian projects from local, state, agency, and regional plans; projects should be achievable within the six-year time frame of the TIP. Project selection criteria include local support, pedestrian safety, connectivity, and inter-jurisdictional continuity.

WMATA uses the data provided in the *Regional Bicycle and Pedestrian Plan*, District of Columbia bicycle counts, the U.S. Census American Community Survey, and transit user surveys, to find ways to improve bicycle and pedestrian connections to transit. For example, it has been used to improve and expand bicycle parking at Metro stations.

The Bicycle/Pedestrian Subcommittee provides a regional forum for discussion and information exchange on best practices by the MPO member jurisdictions. DDOT, working with TPB and other partners, is the lead on a new bicycle sharing program within the District of Columbia. TPB and DDOT continue to seek additional Federal funding for the bicycle sharing program, and several neighboring jurisdictions have been interested in helping DDOT expand the program to their areas.

TPB has used its commuter assistance program to encourage commuters to use alternatives to driving alone. There have been several public outreach programs, such as the Regional Bike to Work Day, Car Free Day, and the regional Live Near your Work Program.

Climate Change

Although SAFETEA-LU regulations do not include explicit requirements for addressing climate change, this topic has become an important consideration relative to the planning factor addressing the need to “protect and enhance the environment, promote energy conservation. . .” and also the factors requiring the planning process to increase the safety and security of the transportation system. As part of the Certification Review, the Federal team and TPB discussed the TPB planning activities related to consideration of climate change through reduction of greenhouse gas (GHG) emissions as well as adaptation of transportation networks to extreme weather, including possible regional evacuation planning.

Climate Change Report and Regional Goals

TPB has been addressing climate change and transportation planning since 2007, through involvement in a large multi-sector climate report, studying the climate change mitigation potential of specific transportation strategies, and building the foundation for ongoing mitigation and adaptation analysis and planning. There is broad political support from the TPB members to address GHG emissions, and TPB has worked with a COG-level committee on these efforts, including providing emissions inventories.

In November 2008, MWCOG adopted the National Capital Region Climate Change Report, completed through an ad hoc Climate Change Steering Committee made up of elected officials and transportation, land use planning, and environmental representatives. The report provides a comprehensive, multi-sector examination of climate change issues in the region, including a discussion of mitigation and adaptation issues. MWCOG has adopted a long-range climate vision, which includes GHG emissions goals for 2012, 2020 and 2050 and recommendations for all sectors, to help achieve the goals.

The climate change goals adopted by MWCOG have been included in the TPB’s current Call for Projects, to be considered in project submissions for inclusion in the 2010 CLRP and FY2011-2016 TIP.

Modeling and Scenarios

As part of its ongoing analysis, TPB developed a scenario to explore the necessary strategies to reach the international goal of 80 percent GHG emissions reduction by 2050, from the 2005 base. As part of this scenario, TPB developed a mobile GHG inventory and forecast and built off of regional air quality work to analyze transportation demand strategies for GHG emissions. The results of the scenario analysis are used to inform local governments on cost-effective measures they can adopt to reduce mobile GHG emissions. Strategies would include improvements to fuel efficiency, alternative fuels, and travel efficiency. The modeling and scenario analysis will lead to explicit recommendations on GHG emissions reduction measures.

Other scenarios, such as a regional alternative land-use growth scenario with concentrated growth around “Regional Activity Centers” and transit stations, and pricing, have been modeled to determine key impacts on travel demand and GHG and criteria air pollutants.

Policy Direction

TPB recognizes that the effects of emissions reduction measures are cumulative, unlike with NO_x or VOCs – if a reduction measure starts now, it provides more benefit than one that does not start until 10 or 20 years later. TPB also considers some measures that may not be cost-effective only as GHG measures but provide additional benefits that may increase their value. Similarly, land use changes may not provide the same near-term benefits as vehicle and fuel changes; the next regional long range plan will have a 2040 planning horizon, which may help show longer term benefits. It is important to look at ongoing impacts of changes, when they start, and how long they continue.

TPB is exploring issues related to VMT reductions and vehicle type, vehicle speed, and the impacts of freight and through-traffic through the region. Several of the strategies included in the MATOC program show travel benefits in addition to GHG benefits. TPB recognizes the tradeoffs between reducing VMT and reducing congestion – some policies work at cross purposes to the full range of TPB goals - and the agencies within the region will need to determine the right balance between various competing goals and GHG emissions reduction.

Based on regional CO₂ modeling, TPB supported Federal efforts to implement more stringent CAFÉ standards; the updated inventory after the new CAFÉ standards shows a less dramatic increase in regional CO₂ emissions.

Linking Planning and NEPA

TPB conducts three outreach efforts as part of the environmental consultation process. The outreach efforts consists of soliciting comments and obtaining feedback on the CLRP and hosting workshops focusing on how the consultation process and TPB can link the environment and transportation planning.

TPB primarily solicits comments on the CLRP by sending request letters and information on the plan to resource agencies. In addition, a focus group of resource agency staff comments on TPB transportation plan maps and environmental resources. Resource agencies are consulted for data collection and sharing.

Fredericksburg Area Metropolitan Planning Organization (FAMPO)

Introduction

The Fredericksburg, VA area (population 310,000), consisting of the City of Fredericksburg and portions of both Spotsylvania and Stafford counties, is the fastest-growing in Virginia, with nearly 400 percent population growth in the region since 1960 and considerable future growth projected (to 600,000 persons by 2035). It is located between the Washington DC-Northern Virginia metropolitan area (to the north) and the Richmond-Petersburg metropolitan area (to the south). The central location between DC and Richmond has encouraged significant in-migration of new residents, providing jobs, more affordable housing, rural and lower-density suburban lifestyles, and easy commuting access to the larger job markets to the north and south. The rapid population increase has led to stress on the transportation system, water and sewer infrastructure, public services (fire, police, schools, etc.), and the natural environment. Like many other growing regions, currently projected revenue streams are likely to be inadequate to fund all needed improvements.

Overview of Fredericksburg Area, VA Urbanized Transportation Planning Process

Established in 1992, the Fredericksburg Area Metropolitan Planning Organization (FAMPO) is the federally designated Metropolitan Planning Organization for the Fredericksburg urbanized area. With the concurrence of the Federal Partners, FAMPO elected to expand its boundaries to include the three jurisdictions in their entirety. FAMPO has a four-tiered structure consisting of the Policy Committee (PC), Technical Committee (TC), Transportation Advisory Group (TAG) and Bicycle and Pedestrian Committee (BPC). In addition, the Air Quality Committee and a Public Transit Advisory Board (PTAB) advise the Policy Board. FAMPO is governed by an 11-member Policy Committee represented by municipalities, the Virginia Department of Transportation, and the Potomac and Rappahannock Transportation Commission.

The MPO staff is provided by the George Washington Regional Planning District Commission (GWRC). All of the local governments are members of the GWRC. While the GWRC serves as the lead technical staff for the MPO, some aspects of the technical transportation planning process (i.e. conformity, travel demand modeling, etc.) are performed and managed by VDOT or through contracts with consultants.

The 2010 National Capital Region Planning Certification Review for the Metropolitan Washington Transportation Management Area, which includes the northern portion of Stafford County in the FAMPO planning area, was the first time federal officials conducted and included a formal (though brief), review of the FAMPO planning and programming process in the TPB certification review.

FAMPO Review Discussion and Review Elements by Topic Area

Agreements /Certifications

23 CFR 450.314

As a result of the 2000 census, a portion of the DC-MD-VA TMA urbanized area (north Stafford County) extended into the metropolitan planning area boundary of the FAMPO non-TMA

region. As required, TPB and FAMPO entered into an agreement in 2004, whereby FAMPO committed to meet the TMA responsibilities for transportation planning and programming requirements within the Metropolitan Washington Urbanized Area portion of Stafford County. During the 2005 TPB certification review, the review team suggested that TPB work cooperatively with FAMPO to reach a resolution on the allocation and sharing of regional transit funds. Through a series of discussions between 2006 and 2007, TPB engaged FAMPO on this topic, though no final resolution was documented.

As part of the 2010 TPB Certification Review, the Federal team held discussions with staff from both MPOs to better understand the formal agreement. The discussions indicated a disconnect between the coordination and cooperation initiatives included in the agreement and how it has been implemented. For example, Article II of the TPB and FAMPO agreement states, “TPB and FAMPO will maintain coordinated, cooperative and continuing planning processes. TPB and FAMPO shall coordinate their planning processes and produce required planning documents on the same cycle, as determined by TPB’s current planning cycle.” Both TPB and FAMPO staff acknowledged that the planning processes are minimally coordinated and resulting planning products are not produced on the same cycle as determined by TPB. The Federal team recommends that this be addressed.

The agreement between FAMPO and TPB is required per 23 CFR 450.314(f) where, “If part of an urbanized area that has been designated as a TMA overlaps into an adjacent MPA serving an urbanized area that is not designated as a TMA, the adjacent urbanized area shall not be treated as a TMA. However, a written agreement shall be established between the MPOs with MPA boundaries including a portion of the TMA, which clearly identifies the roles and responsibilities of each MPO in meeting specific TMA requirements (e.g., congestion management process, Surface Transportation Program funds suballocated to the urbanized area over 200,000 population and project selection).”

Recommendation 12: TPB and FAMPO should coordinate their planning processes and planning products to align with the current agreement, or revise the agreement to clearly define and reaffirm their respective planning process roles and responsibilities. In addition, TPB and FAMPO should consider an addendum to the existing agreement that would provide clarification (where needed) of the roles and responsibilities of each MPO per CFR 450.314(f).

Metropolitan Transportation Plan

23 CFR 450.322

FAMPO has conducted a Continuing, Comprehensive, and Cooperative (3C) transportation planning process for the greater Fredericksburg area. FAMPO is responsible for ensuring that the 3C process is followed, for making decisions related to the planning and funding of transportation projects constructed using Federal funds.

The 2035 Long Range Transportation Plan (LRTP) is an update of the 2030 Constrained Long Range Plan (CLRP). Project identification for the LRTP is typically based on transportation projects identified in local comprehensive plans. Projects that are contained in the current Transportation Improvement Program (TIP) and Six Year Improvement Plan (SYIP) are also included in the Long Range Needs Plan. The planning and project identification process includes identification of transportation needs (based on projected growth patterns and travel demand

model results), public input, and anticipated funding availability. The planning process develops conceptual improvements that address local and regional needs.

Throughout the 2035 Plan and Plan Appendices, the MPO planning area and George Washington Region are used interchangeably. For example, the heading on each page of the 2035 Plan reads “2035 George Washington Regional Long Range Transportation Plan.” In the 2035 LRTP appendices, jurisdictions with projects that are outside of the metropolitan planning area but within the George Washington region are listed as being within the “FAMPO Long Range Plan.” For the next LRTP update, the MPO should make a clearer distinction between the Federally-required LRTP for the Fredericksburg metropolitan area and the GWRC Plan. This distinction is especially important since the conformity finding is for projects within the jurisdictions of the metropolitan planning area boundary.

Early in the development of the 2035 Long Range Transportation Plan, the FAMPO Policy Board developed regional roadway level of service goals requiring additional projects beyond what is found in the local comprehensive plans. The additional projects were developed by incorporating all of the locally identified projects into the travel demand model and using the model to determine where the roadways were still failing to meet the desired level of service. The LRTP assumes that the resulting set of projects, most of which focus on the primary and interstate systems, would be implemented by 2035.

The FAMPO region is designated as an 8-hour ozone Maintenance Area. Since 2004, the TIP and LRTP have consistently demonstrated conformity in accordance with Section 176(c) of the Clean Air Act as amended. FHWA and FTA’s most recent conformity finding, for the FY 2009-2012 TIP and FY 2035 LRTP, was issued on April 15, 2009. During the Certification review meeting, staff spoke highly about their land use modeling efforts.

FAMPO’s modeling activities include travel demand forecasting, land use forecasting, traffic simulation, and air quality conformity. While the MPO staff is working to develop a stronger competency on the last two components, the travel demand and land use forecasting have progressed well. For travel demand forecasting, there exists a very good cooperative process between VDOT and the FAMPO. VDOT provides development support and FAMPO maintains the model (currently FAMPO TDFN 3.0 and working on FAMPO TDFM 4.0) and its applications.

FAMPO has also developed a land use forecasting model (Competing-destinations Urban Spatial Interaction Model: CUSIM) for its 2035 LRTP process. This has produced socio-economic forecasts to be used as input data for travel demand forecasting. For the 2040 LRTP update, FAMPO is developing a separate land use model using CUBE Land which is functionally compatible within the same modeling environment of travel demand models (CUBE Voyager). These efforts will help FAMPO improve its transportation planning and policy decision-making process.

Planning Factors

The goals and objectives of the 2035 George Washington Regional LRTP are designed to meet the eight Federal Planning Factors developed under SAFETEA-LU to ensure continuing,

coordinated, and comprehensive transportation planning. They are also designed to meet State, local and regional policies and priorities expressed during the conduct of the regional transportation planning process.

Revenue Estimates/Projections

The LRTP cost and revenue estimates were derived using the VDOT 2006 Statewide Planning Level Cost Estimates, inflated to 2008 at a rate of 5.5 percent per year. The project list was revised based on the cost estimates and input from local government staff and staff from the VDOT Fredericksburg District Office. Highway projects are next prioritized through a process described in further detail below.

The financially constrained plan includes projects proposed for the interstate, primary, urban, and secondary highway systems, as well as transit, bicycle, and pedestrian projects. Consistent with SAFETEA-LU, the project revenue and cost estimates must be inflated to reflect the “year of expenditure dollars”. This was done by compounding an annual 3.0 percent interest rate to reach the expected year of expenditure. All transportation projects proposed for funding through one of the methods identified in the LRTP must also be included in the TIP for the Region.

Commendation 8: The Federal Team commends FAMPO for the quality production of the LRTP. It is visually appealing, can be clearly understood by the reader, and contains all the required elements required by regulation. The financial section clearly identifies projected revenues and project costs. The Federal Team is also impressed with the level of public outreach involved in the development of the 2035 LRTP.

Transportation-Improvement Program

23 CFR 450.324, 326, 330, 23 USC 134

For a project to be identified in the TIP, it must have been considered by the Virginia Commonwealth Transportation Board (CTB) and included in the State’s Six Year Improvement Program (SYIP). Once funding is allocated to a project in the SYIP, work may begin in the form of a study, actual engineering or construction depending on the nature of the project. While the individual jurisdictions, public transportation providers, VDOT and the Virginia Department of Rail and Public Transportation (VDRPT) work together to identify projects that meet transportation needs and should be funded, the implementation of highway projects in this area has traditionally been VDOT’s responsibility. The Code of Virginia specifies how funding is to be distributed among the various programs. One important requirement is that the MPO’s TIP includes a financial plan; the Federal team found that the financial plan contained in the FAMPO TIP supports the MPO, State, and transit determination of fiscal constraint.

The Federal team found that the TIP project list satisfies Federal regulations regarding the required elements for each project. The TIP development process includes MPO-approved procedures for amendments or adjustments, as well as significant public outreach and education regarding the programming and investment of public dollars in transportation related infrastructure.

The Federal team reviewed FAMPO’s Surface Transportation Program (STP) and CMAQ project selection process. Federal regulations state that, “in metropolitan areas not designated as TMAs, projects to be implemented using title 23 U.S.C. funds (other than Federal Lands

Highway program projects) or funds under title 49 U.S.C. Chapter 53, shall be selected by the State and/or the public transportation operator(s), in cooperation with the MPO from the approved metropolitan TIP. Federal Lands Highway program projects shall be selected in accordance with procedures developed pursuant to 23 U.S.C. 204.”⁵ Further, “...the selection of federally funded projects in the metropolitan areas shall be carried out, from the approved TIP (i) by (I) in the case of projects under this title, the State; and (II) in the case of projects under chapter 53 of title 49, the designated recipients of public transportation funding; and (ii) in cooperation with the metropolitan planning organization.”⁶

As a non-TMA MPO, FAMPO’s project selection process, in which the MPO decides on TIP investments or allocation of 23 U.S.C. funding, does not appear to be consistent with Federal regulations, which require that the State and in some cases, the public transit operator, be responsible in a non-TMA for project selection *in cooperation* with the MPO.

Commendation 9: The Federal Team commends FAMPO for the exemplary explanation of the purpose of the TIP, the committees that play a role in the development of the product, and how to understand the information contained in the TIP.

Corrective Action 1: FHWA and FTA request that the FAMPO’s RSTP and CMAQ project selection process be consistent with 23 U.S.C. section 134(j)(3)(5)(a) and 23 CFR 450.330(b). Please submit a joint letter signed by the FAMPO (MPO Chairperson/representative)) and State (CTB Chairperson/representative) confirming that the FAMPO project selection process for RSTP and CMAQ projects to be implemented utilizing 23 U.S.C. funds and/or funds under 49 U.S.C Chapter 53 is consistent with federal regulation for the non-TMA MPO. If the State delegated RSTP and/or CMAQ project selection responsibilities to the FAMPO, please provide clarification in the letter. The compliance deadline for this request is within 3 months following the release of the certification report.

UPWP Development

23 CFR 450.308

The UPWP serves as the annual work program for FAMPO. It details the transportation planning activities that FAMPO intends to undertake, using Federal, state and local resources. The UPWP also includes a compendium of transportation planning activities planned by other jurisdictions in the region. It delineates responsibilities and procedures for carrying out the cooperative transportation planning process. Each task in the UPWP includes a background summary, expected end products, work elements to support end products, responsible agencies, and an estimated cost table and a schedule for each activity. The UPWP is reviewed and updated every July.

Consistent with previous years, the FAMPO FY2011 UPWP supports ongoing work in the areas of long range transportation and land use planning, congestion management program development, public participation, corridor planning and other special projects. With the adoption of the 2035 LRTP in January 2009, the FAMPO Policy Committee endorsed the policy of linking land use and transportation planning more strongly into the future. That policy is

⁵ 23 CFR 450.330(b)

⁶ 23 U.S.C. section 134 (j)(3)(5)(a)

reinforced in the UPWP, with the first round of Regional Land Use Scenario Planning slated for completion in FY2011. In FY2011 FAMPO will also begin updating the 2035 LRTP, concentrating on socio-economic data collection and public outreach. UPWP development typically is a 3-month process, with a draft available for review in May and final program submitted to VDOT for approval in June.

To fund the Federally required transportation planning process, FAMPO receives two sources of formula funds that can only be used for metropolitan transportation planning – planning (PL) and Section 5303 funds. These funds are matched by the State of Virginia as well as the City of Fredericksburg, Spotsylvania County, and Stafford County through GWRC. FAMPO supplements the formula planning funds with other Federal and State formula funds, to provide a more comprehensive and representative transportation planning and project development work program for the rapidly-developing George Washington Region. Per the planning agreement between TPB and FAMPO, a portion of TPB’s PL funds are provided to FAMPO to assist in meeting the TMA planning obligations for the TPB urbanized area of northern Stafford County. The PL funds are supplemented with suballocated STP funds to support UPWP planning activities.

The Federal team finds that the UPWP activities and costs demonstrate consistency with the regulatory requirements. The UPWP provides a good summary of anticipated planning throughout the region for the fiscal year. It is developed cooperatively with member jurisdictions and the transit agency.

Congestion Management Process

23 CFR 450.320, 500.109 (b)

The Congestion Management Process in SAFETEA-LU is an ongoing process that is formally part of a two-year cycle; over that time period all of the congested corridors in the FAMPO Region will be analyzed in detail. In addition, as key components of the CMP are implemented, the effectiveness of those components will be monitored, with recommended modifications provided as appropriate. The CMP is an integral part of the FAMPO planning and project prioritization process. The previous CMP, adopted in December of 2004, provided an initial examination of the North Stafford County area.

In 2010, FAMPO updated the CMP to identify additional strategies to promote efficient transportation system management and operation, and meet SAFETEA-LU requirements. The new CMP, adopted in November 2010, covers the entire metropolitan planning area. The Federal Team finds that the six required CMP elements are adequately described in the document, and the required visualization techniques are clear and their graphic presentation is easy to understand.

Commendation 10: The Federal Team commends FAMPO for extending the CMP beyond just the northern Stafford County area (the area required by law to have a CMP), to include the entire metropolitan planning area. The Federal Team encourages FAMPO to continue to coordinate with TPB regarding CMP investments for the northern part of Stafford County within the TPB urbanized area.

The FAMPO Public Participation Plan (PPP) was adopted in April 2007. Review of the plan indicates that the PPP meets the requirements of 23 CFR 450.316. Public participation tools used in the development of the 2035 LRTP include a survey which attempts to determine whether access needs are being met for public meetings, and a socio-economic questionnaire which asks about the citizens participating at public workshops and public hearings for major LRTP updates. These public information tools provide important data that is used to determine the effectiveness of the PPP in engaging traditionally underserved populations. The Federal Team notes that some references to Federal regulations and MPO responsibilities should be updated or corrected in the PPP. In addition, FAMPO is beyond its stated 3-year update cycle for the PPP.

The primary vehicle for providing public information is through the FAMPO's website, which is informative and well-structured. The FAMPO website offers a list of FAMPO committees and groups that have been established to provide advice or guidance to the Policy Board on various issues related to transportation and air quality. The Federal Team review of the stated purpose, structure, membership, and frequency of meetings for each of the committees identified some inconsistencies that should be addressed.

For example, the PPP describes the TAG as comprised of "citizens appointed by the FAMPO Policy Committee to provide comments, advice and recommendations to the FAMPO Policy Committee in all phases of the planning process and in all planning activities of the Metropolitan Planning Organization (MPO) and to disseminate information through public information programs and other venues." It goes on to describe membership: "TAG's membership includes 18 locality representatives representing Stafford County, Spotsylvania County, Caroline County, Department of Social Services, and more." To explore transportation issues in detail, the TAG is subdivided into a series of subcommittees to address special area transportation issues and needs. These subcommittees include: (1) Membership, Bylaws, and Public Involvement; (2) Transportation and Land Use; (3) Environment, History, Recreation, and Safety; and (4) Mass Transit. Appointments are for one year.

The TAG Operating Procedures describe the membership differently: they state that TAG has 23 members, 17 of whom are recommended by the governing bodies of the George Washington Region (Stafford, Spotsylvania, Caroline and King George Counties, and the City of Fredericksburg). The appointment shall be for two years with each member soliciting public comment within their respective communities.

While the TAG Operating Procedures and the PPP were both adopted in 2007 and most recently updated in 2010, the two documents are inconsistent in their description of TAG membership. These inconsistencies should be addressed and resolved.

A review of TAG meeting minutes found that only approximately one-third of the 18 members have regularly participated since January 2009. This indicates that while there is a commitment to the transportation planning process by citizens appointed by policy board members, the structure may need to be revised to better promote and reflect realistic participation. The Federal

Team also found that some of the other committees need to update their membership lists (e.g., the air quality committee lists individuals that have retired 5 years ago). The Federal team is strongly recommending that the MPO conduct a thorough review and update of all advisory committee structures and responsibilities. In addition, the MPO should update its PPP. The update should include an evaluation of the PPP and TAG to determine its effectiveness in meeting the needs of the intended audiences (including low-income and minority populations).

Commendation 11: The Federal Team commends FAMPO’s noteworthy practice to capture the socio-economic/race data of citizens participating in planning workshops and 2035 LRTP public hearings. The FAMPO website is informative and well structured, and commitment by the active TAG members is noteworthy. FAMPO should take steps to increase regular participation by TAG members, replacing inactive members if necessary.

Recommendation 13: The Federal Team strongly recommends that FAMPO conduct a thorough review and update of the PPP, including all advisory committee structures and responsibilities. The update should include an evaluation of the PPP and TAG to determine their effectiveness in meeting the needs of the intended audiences (including low-income and minority populations). The tasks for meeting this recommendation should be included for review and approval in the next UPWP.

Title VI of the Civil Rights Act of 1964/Nondiscrimination

23 CFR 450.316(b)(2), Executive Order 12898, U.S. DOT Order on Environmental Justice

It is the U.S. Department of Transportation’s (DOT) longstanding policy to actively ensure non-discrimination under Title VI of the Civil Rights Act of 1964. Title VI states that, “no person in the United States shall, on the ground of race, color, or national origin be excluded from participation in, be denied the benefits of, or subjected to discrimination under any program or activity receiving Federal financial assistance.”

FAMPO and VDOT jointly self certify (23 CFR 450.334) on an annual basis that the transportation planning and programming process meets the requirements of Title VI/Nondiscrimination. The Federal team discussion with FAMPO staff regarding Title VI, Executive Order 12898 (Environmental Justice - EJ), and Executive Order 13116 (Limited English Proficiency - LEP) yielded few details to support how FAMPO is able to annually self-certify its compliance with the provisions of Title VI. The Federal team requested supporting documentation for FAMPO’s Title VI certification, and received and reviewed the survey instruments, self certification statements, the FAMPO public involvement plan, demographic data, and the procurement policy. The team also reviewed staff responses to follow-up questions related to EJ and LEP analysis.

The Federal team finds that FAMPO must establish a recognizable, comprehensive, coherent, and consistent system for assuring nondiscrimination as part of the planning and programming process. The following corrective actions are provided to assist FAMPO in ensuring that the planning and programming process for the FAMPO area, which includes a section of the TPB’s urbanized area, supports the self certification statement (including Title VI/Nondiscrimination certification) to FHWA and FTA.

Corrective Action 2: The MPO Title VI coordinator must acquire needed Title VI training and knowledge in implementing Title VI obligations.

Corrective Action 3: The MPO must establish a Title VI/Nondiscrimination Plan. The Plan must include a public outreach and education plan; staff training plan; procedures for processing complaints; procedures for identifying and addressing Title VI/Nondiscrimination issues; process for identifying and eliminating discrimination; process for review of programs and grant applications; and a process for collecting and analyzing statistical data (including LEP and EJ populations). The compliance deadline for this request is one year following the release of the certification report.

Corrective Action 4: Within the Title VI/Nondiscrimination Plan, the Federal Team requests that the MPO have a documented process for assessing the distribution of impacts on different socio-economic groups for the investments identified in the transportation plan and TIP. The compliance deadline is six months following the establishment and adoption of the MPO Title VI Plan.

Recommendation 14: As part of the MPO Self-Certification process, the Federal Team recommends that FAMPO establish procedural guidance for verifying the process and implementation of self-certification.

Appendix A: Acronyms

3C	Comprehensive, cooperative, and continuing planning process
ADA	Americans with Disabilities Act
AFA	Access for All Advisory Committee
AMPO	Association of Metropolitan Planning Organizations
AQ	Air Quality
ARRA	American Recovery and Reinvestment Act
CAAA	Clean Air Act Amendment
CAC	Citizens Advisory Committee
CAFÉ	Corporate Average Fuel Economy
CFR	Code of Federal Regulations
CLI	Community Leadership Institute
CLRP	Constrained Long Range Plan
CMAQ	Congestion Mitigation and Air Quality Improvement Program
CMP	Congestion Management Process
CNG	Compressed Natural Gas
DBE	Disadvantaged Business Enterprise
DC DOT	District of Columbia Department of Transportation
DOT	Department of Transportation
DRPT	Virginia Department of Rail and Public Transportation
EPA	Environmental Protection Agency
EJ	Environmental Justice
FAMPO	Fredericksburg Area Metropolitan Planning Organization
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
GHG	Greenhouse Gas
GWRC	George Washington Regional Planning District Commission
HOV	High Occupancy Vehicle
ICC	Intercounty Connector
ISTEA	Intermodal Surface Transportation Efficiency Act
ITS	Intelligent Transportation Systems
LEP	Limited English Proficiency
LRP	Long Range Plan
LRTP	Long Range Transportation Plan
MDOT	Maryland Department of Transportation
MOITS	Management, Operations and Intelligent Transportation Systems
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MTP	Metropolitan Transportation Plan
MWAQC	Metropolitan Washington Air Quality Committee
MWCOG	Metropolitan Washington Council of Governments
NO _x	Nitrogen Oxide compounds
NVTA	Northern Virginia Transportation Authority
O&M	Operations and Maintenance

PM _{2.5}	Fine particulate pollution
PPP	Public Participation Plan
RMAS	Regional Mobility and Accessibility Study
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
SIP	State Implementation Plan
STIP	State Transportation Improvement Program
TAG	Transportation Advisory Group
TCMs	Transportation Control Measures
TEA-21	Transportation Equity Act for the 21 st Century
TERMs	Transportation Emissions Reduction Measures
TIGER	Transportation Investment Generating Economic Recovery
TIP	Transportation Improvement Program
TLC	Transportation Land-Use Connections Program
TMA	Transportation Management Area
TMIP	Transportation Modeling Improvement Program
TOD	Transit Oriented Development
TPB	Transportation Planning Board
UPWP	Unified Planning Work Program
USC	United States Code
USDOT	United States Department of Transportation
VDOT	Virginia Department of Transportation
VMT	Vehicle Miles Traveled
VOC	Volatile Organic Compounds
WMATA	Washington Metropolitan Area Transit Authority
YOE	Year of Expenditure

Appendix B: Certification Notification Letter



U.S. Department
of Transportation

Federal Transit Administration
Region III
1760 Market Street, Suite 500
Philadelphia, PA 19103
215-656-7100
215-656-7260 (fax)

Federal Highway Administration
DC Division
1990 K Street, N.W., Suite 510
Washington, DC 20006
202-219-3536
202-219-3545 (fax)

January 6, 2010

Mr. David Snyder, Chairman
National Capital Region Transportation Planning Board
c/o Mr. Ronald Kirby, Director of Transportation Planning
Metropolitan Washington Council of Governments
777 North Capital Street, NW, Suite 300
Washington, D.C. 20002-4201

Re: Transportation Planning Process Certification Review

Dear Chairman Snyder:

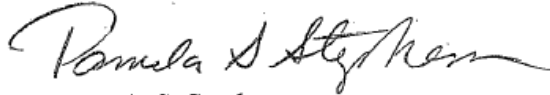
The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) will be conducting a Certification Review of the transportation planning process for your metropolitan area on April 15, 19-21, 2010. These dates were selected in consultation with Ron Kirby, of your staff. The review will look at the cooperative planning process as conducted by the District, States, transit operators, and local governments in the area. You and all participants in the planning process are welcome to attend the review.

Certification reviews are conducted with the objective of evaluating the transportation planning process. Consequently, we will not be conducting a pass/fail review, but rather we intend to highlight good practices, exchange information, and identify opportunities for improvements. The Certification Process will rely extensively on knowledge gained throughout the year from routine contact with the planning process in the area, as well as the scheduled Certification Review meeting.

On April 15, 2010, the federal team will join the scheduled Citizens Advisory Committee meeting for an open dialogue concerning public participation and citizen involvement in the transportation planning process. On April 19-20, 2010, the federal team will meet with TPB members and staff to discuss organizational, policy, and technical issues. TPB staff will provide a brief overview and update on each topic, followed by a discussion involving all participating agencies. Finally, on April 21, 2010, the federal team will present their preliminary observations from the Certification Review to the TPB Board. The agenda for our on-site visit is forthcoming.

Should you have any questions regarding the Certification Review, please contact Sandra Jackson, of the FHWA District of Columbia Division, at (202) 219-3521, or Melissa Barlow of the FTA Washington, D.C. Metropolitan Office, at 202-219-3565.

Sincerely,



Pamela S. Stephenson
Acting Division Administrator
Federal Highway Administration

cc: Gabe Klein, District of Columbia Division of Transportation
John Catoe, Washington Metropolitan Area Transit Authority
Jo Anne Sorenson, Virginia Department of Transportation
Donald Halligan, Maryland Department of Transportation
Kwame Arhin, FHWA Maryland Division
Ed Sundra, FHWA Virginia Division
Brian Glenn, FTA Washington DC Metropolitan Office

Appendix C: Site Visit Meeting Agenda

U.S. DOT Certification Review of the
Washington, D.C., Metropolitan Area
Transportation Planning Process
April 15 22 & 29 19-20, 2010
Washington Council of Governments, Washington, D.C

Location: Training Center
777 North Capital Street, NE
Washington, DC 20002
(202) 962-3200

April 15---Citizen Advisory Committee (CAC) Meeting

The Federal review team will participate in the CAC scheduled meeting and engage in open dialogue with members. The discussion will address how successfully the public is able to participate in the transportation planning process in the metropolitan area.

April 22---Access for All Advisory Committee (AFA) Meeting

The Federal review team will participate in the AFA scheduled meeting and engage in open dialogue with members. The discussion will address TPB activities involving persons with disabilities, minority, and low-income communities.

April 19-20, Certification Review

Each topic is introduced by the federal team discussion leader, followed by a five minute overview and update by TPB staff (and other local agencies identified by the federal team). The federal team will then lead a discussion involving all participating agencies:

Participants:

Citizen Advisory Committee
Washington, D.C. District Department of Transportation (DDOT)
Maryland Department of Transportation (MDOT)
Maryland State Highway Administration (MSHA)
Virginia Department of Transportation (VDOT)
Virginia Department of Rail and Public Transportation (VDRPT)
Washington Metropolitan Area Transit (WMATA)
18 Cities and Counties

Federal Review Team:

John Sprowls, FTA Headquarters
Keith Lynch, FTA Region 3
Melissa Barlow, FTA DC Metro Office
Sandra Jackson, FHWA DC Division
Ivan Rucker, FHWA VA Division
Kwame Arhin, FHWA MD Division

Review Team Resource Staff:

Anna Biton, U.S. DOT/Volpe Center
Melissa Laube, U.S. DOT/Volpe Center
Shana Baker, FHWA Headquarters
Martin Kotsch, EPA, Region 3
Mohamed Dumbuya, FHWA VA Division
Supin Yoder, FHWA Resource Center
Jocelyn Jones, FHWA Resource Center
Laurie Radow, FHWA Headquarters
Brenda Kragh, FHWA Headquarters

DAY 1 – Monday, April 19

8:30 AM ***Certification Meeting*** (Federal Review team only)

Format for all sessions: The federal team discussion leader will introduce each topic, followed by a five-minute overview and update by TPB staff (and other local agencies identified by the federal team). The federal team will then lead a discussion involving all participating agencies:

9:30 AM Overview of the Certification Process of the Transportation Planning Process
This opening session will provide a brief overview of the Certification Process and summarize issues from the 2006 Certification. TPB staff will then provide an update and summary of major regional issues and priority planning activities, with discussion among all participating agencies.

Federal Discussion Leader: Sandra Jackson, FHWA, D.C. Division
 Melissa Barlow, FTA DC Metro Office

9:45 AM Overview of the Transportation Planning Board (including Committee Structure, Agreements, Self-Certifications, Unified Planning Work Program
Discussion will include over view of the MPO and the required elements of the Transportation Planning Process through these documents and activities.

Federal Discussion Leader: Melissa Barlow, FTA DC Metro Office
 John Sprowls, FTA, Headquarters
 Sandra Jackson, FHWA, D.C. Division
Resource: Melissa Laube, U.S. DOT/Volpe Center

10:45 AM Planning Factors, Long Range Plan, Transportation Improvement Program, and State Transportation Improvement Program
Discussion will include over-all planning process and the required elements of the Transportation Planning Process through these documents and activities.

Federal Discussion Leader: Keith Lynch, FTA, Region 3
Ivan Rucker, FHWA Va. Division

Resource: Melissa Laube, U.S. DOT/Volpe Center

12:00 PM Lunch

12:30 PM Financial Planning and Financial Constraint
This session will focus on the funding in the Long Range Plan, TIP and planning process activities leading to identification of funding sources.

Federal Discussion Leader: John Sprowls, FTA, Headquarters
Kwame Arhin, FHWA, Maryland Division

Resource: Melissa Laube, U.S. DOT/Volpe Center

2:00 PM Congestion Management Process, ITS and Travel Demand Forecasting
Discussion will include requirements for Congestion Management Systems (recurring and non-recurring congestion) and travel demand modeling issues.

Federal Discussion Leader: John Sprowls, FTA, Headquarters
Supin Yoder, FHWA

Resource: Melissa Laube, U.S. DOT/Volpe Center

2:45 PM Break

3:00 PM Safety and Security including /Emergency/ Evacuation in Transportation Planning
Discussion will include a broad view of safety and security including evacuation plans /emergency response plans and planning for future infrastructure changes.

Federal Discussion Leader: Laurie Radow, FHWA Headquarters
Sandra Jackson, FHWA DC Division

3:30 PM Air Quality Planning, SIP Planning and Conformity Issues
Experiences with air quality planning, SIP issues and conformity including effectiveness of inter-agency consultation procedures.

Federal Discussion Leader: Martin Kotsch, EPA Region 3
Resource: Melissa Laube, U.S. DOT/Volpe Center

4:30 PM Adjourn

DAY 2, Tuesday, April 20, 2010

8:30 AM Continental Breakfast

9:00 AM Public Involvement Process, Civil Rights, Title VI and Americans with Disabilities Act
Discussion will include over-all public involvement processes by TPB and partners and the required elements of Title VI and requirements of the Americans with Disabilities Act.

Federal Discussion Leader: Melissa Barlow, FTA, D.C. Metro Office
Mohamed Dumbuya, FHWA Va. Division

Resource: Brenda Kragh, FHWA Headquarters
Anna Biton, U.S. DOT/Volpe Center

10:15 AM Break

10:30 AM Freight Planning and Goods Movement / Transportation Management and Operations
Discussion will include overall Freight Planning and Transportation Management and Operations

Federal Discussion Leader: Sandra Jackson, FHWA D.C. Division
Ivan Rucker, FHWA Virginia Division

11:30 AM Lunch

12:15 PM Land Use, Livability, Sustainability, Multi-modal Planning
Discussion will include Land Use, Livability and Public Transit Issues

Federal Discussion Leader: Shana Baker, FHWA, Headquarters
Tony Cho, FTA, Region 3

Resource: Anna Biton, U.S. DOT/Volpe Center

2:00 PM Climate Change and Environmental Linkages
This session will include discussion of Climate Change and Planning and Environmental Linkages

Federal Discussion Leader: Shana Baker, FHWA Headquarters
Keith Lynch, FTA, Region 3

Resource: Melissa Laube, U.S. DOT/Volpe Center

2:55 PM Concluding Remarks/Adjourn

3:00 PM Meeting of Federal Review Team to prepare preliminary observations and close-out issues

DAY 3, Wednesday, April 21, 2010

12:00 PM TPB Board Meeting /Chris Lawson, FHWA DC Division Administrator
Presentation of Certification Review Preliminary Observations

April 29---Travel Demand Modeling Review Meeting

The Federal review team will participate in a technical review of the complex computer programs (“models”) the TPB uses to estimate how the transportation system is planned for the next 30 years will affect travel in the region. The discussion will address detailed model applications and the current model development work with added enhancement features.

Appendix D: FAMPO Meeting Agenda

Fredericksburg Metropolitan Planning Organization
Planning Certification Review for the Metropolitan Washington Urbanized Area of
Stafford County
October 5, 2010

AGENDA

- 10:30 AM **Introduction**
- Introduction of Participants
 - Purpose of Certification Review
- 10:35 AM **MPO Overview**
- The MPO will provide an overview of the FAMPO Region
- 10:45 AM **Agreements**
- TPB/FAMPO
 - 2000 Census/Boundary
 - Board Composition
- 11:15 AM **UPWP**
- Planning Priorities
 - Planning Factors
 - Development
- 11:30 AM **Long Range Planning**
- Transit Planning
 - Financial Planning
 - Congestion Management
 - Air Quality
- 12:00 PM **Public Involvement**
- Participation Plan (Long Range Plan, TIP, etc.)
 - Traditionally Underserved Populations
 - Title VI (EJ, LEP)
 - Americans with Disabilities Act
- 12:30 PM **Transportation Improvement Program**
- Project Selection and Prioritization
 - Amendment Process
- 12:45 PM **CLOSEOUT/ADJOURN**

Appendix E: Meeting Participants

TPB Review April 19-20, 2010

DC Department of Transportation

Austina Casey
Maurice Keys
Mark Rawlings
Brett Rouillier
Amy Vance

City of Fairfax

Alex Verzosa

Fairfax County

Tom Bisciadny
Bob Owolabi

Maryland DOT

Lyn Erickson

Montgomery County

Gary Erenrich

PRTC

Anthony Fosler

Transportation Planning Board

Sarah Crawford
Kevin Foster
Ron Kirby
Wendy Klancker
Andrew Meese
Gerald Miller
Ron Milone
Beth Newman
Nicholas Ramfus
Darren Smith

Virginia DOT

Kanti Srikanth

WMATA

Deborah Coram
Erik Dahlberg
Kristin Haldeman

Environmental Protection Agency
Martin Kotsch

Federal Highway Administration
Kwame Arhin
Shana Baker
Nick Blendy
Sandra Jackson
Jocelyn Jones
Brenda Kragh
Denise King
Jeanette Mar
Ivan Rucker
Krista Sherwood

Federal Transit Administration
Melissa Barlow
Tony Cho
Keith Lynch
John Sprowls

Volpe Center
Anna Biton
Melissa Laube

FAMPO Review October 5, 2010

FAMPO
Marti Donley
David Lee
Danny Reese
Lloyd Robinson
Andy Waple

VDOT
Jim Ponticello
Jamie Brown Porter
Kanti Srikanth

TPB
Gerald Miller

FHWA
Mohamed Dumbuya
Sandra Jackson
Ivan Rucker

FTA
Melissa Barlow

Appendix F: Disposition of 2005 Certification Review

Washington, DC-VA-MD, TMA: Transportation Planning Certification Summary Report, 3/16/06:
Progress Report 6/10/09

Review Element	Recommendation	Progress
Agreements	<ol style="list-style-type: none"> 1. The National Capital Region Transportation Planning Board (TPB) must work with the transit operators in the region to establish a formal written agreement specifying roles and responsibilities and how transit planning is being carried out in this region. Federal regulations require that these relationships be specified in formal agreements between the TPB and the States and between the TPB and Washington Metropolitan Area Transit Authority (WMATA) and other transit operators. A new agreement should be completed in one year from the issuance of this report. 2. The TPB and the Fredericksburg Area Metropolitan Area Planning Organization (FAMPO) should work cooperatively to reach a resolution on the allocation and sharing of regional transit funds. The amended agreement should be completed in six months of issuance of this report. 	<ol style="list-style-type: none"> 1. A Memorandum of Understanding on Metropolitan Planning Responsibilities for the National Capital Region was signed in January of 2008, http://www.mwcog.org/clrp/federal/Planning_Responsibilities_MOU_1-16-2008.pdf, which defines roles and responsibilities of the region's major transportation planning partners, including public transit operators. 2. This documentation cannot be found in the CLRP update.
Self-Certifications	<ol style="list-style-type: none"> 3. Although the TPB currently adopts the annual self-certification statement, there is 	<ol style="list-style-type: none"> 3. The certification document adopted by the TPB in January 2008, includes signature pages from

Review Element	Recommendation	Progress
	<p>no signed document that reflects the certification. The TPB Board should sign the next annual certification statement after reviewing with partner agencies significant changes in the planning process since the previous self-certification. The signature should be on a formal signature page that verifies that Title VI and Americans with Disabilities Act (ADA) requirements are being executed. The federal team also suggests that WMATA sign the self-certification.</p>	<p>the District of Columbia, Maryland and Virginia, http://www.mwcog.org/clrp/resources/2007_CLR_P_Certification.pdf, (however, and actual signatures are not shown on the pages and WMATA is not included)</p>
<p>Long Range Plan and Transportation Improvement Preprogram</p>	<p>4. The TPB should develop an expanded explanation of the links between the Constrained Long Range Plan (CLRP) and the Transportation Improvement Program (TIP) to demonstrate how the CLRP influences the investments and strategies in the TIP and how the TIP implements the strategic direction of the CLRP...This explanation should be incorporated into the next CLRP and TIP updates, can build on descriptions in the Citizens Guide, and will contribute to improved understanding of how investments and strategies contribute to solving regional problems. It would be helpful to provide examples of how the regional planning process and CLRP influence major investment decisions.</p>	<p>4. An explanation of the relationship between the CLRP and the TIP has been included on the TPB's website, http://www.mwcog.org/clrp/process/plan_tip.asp</p>

Review Element	Recommendation	Progress
	<p>5. The TPB should work with the Maryland, Virginia and DC DOTs and WMATA to improve the documentation and transparency of the project selection process. The documentation should also explain the roles of the TPB and its partners in reaching the decisions reflected in the CLRP and TIP...The TPB should incorporate this expanded description in its next updates to the CLRP and TIP to demonstrate how planning by Maryland, Virginia and the District of Columbia (DOTs) and WMATA shape the CLRP and TIP, and how regional planning influences projects advanced by the Maryland, Virginia, DC DOTs and WMATA. An improved explanation with examples will assist stakeholders and the public to understand the multiple levels of decision-making and predicate more effectively.</p>	<p>5. The TPB has a tab on their website that reads “Project Selection Process,” however, once you open up the page it reads, “Project Development Process,” http://www.mwcog.org/clrp/process/process.asp#needs. The information presented focuses mainly on how to identify needs and implement projects; however, there is very little information on how a project is selected.</p>
<p>Financial Planning and Fiscal Constraint</p>	<p>6. The TPB should develop a more detailed and consolidated financial plan for inclusion in the next revisions of the CLRP and TIP. The TPB can provide this information in new or expanded chapters, appendices or additional volumes. The financial plan should provide cost and revenue data for highways and transit and a discussion of assumptions covering:</p>	<p>6. The TPB produced a final report prepared by Cambridge Systematic in September 2006, Analysis of Resources for the 2006 Financially Constrained Long-Range Transportation Plan for the Washington Region that forecasted revenues and expenditures for highway and transit projects. According to the TPB report, all of the forecasts and assumptions were reviewed extensively at nine meetings between July 2005 and September 2006 by a working group of the</p>

Review Element	Recommendation	Progress
	<ul style="list-style-type: none"> • sources and categories of estimated revenues • the history of receiving discretionary and formula funds, and state, local, private and other funds • cost estimating procedures • projected costs for security improvements • the likelihood of receiving identified new revenue sources, such as New Starts funding and new or expanded regional taxes • Specifically, a more detailed explanation of the methodology used to estimate operations and maintenance costs for highways and transit, and more detailed descriptions of the costs involved. <p>7. The TPB should provide a complete description of the ridership constraint methodology used on the WMATA transit system as part of its application of the fiscal constraint requirements for the CLRP and TIP. Considering that ridership constraint is a substantial policy decision and major component of meeting the fiscal constraint test, the next update of the CLRP and TIP should document this policy decision in detail if it continues to be applied.</p>	<p>TPB Technical Committee.</p> <p>In general, revenue forecasts were made by jurisdictional area and were deemed reasonable, and the costs estimates were based on the Bureau of Labor statistics street and highway construction cost index. Further explanations of the methodologies used to provide costs estimates are provided for each jurisdictional area in the report.</p> <p>7. A brief explanation of the transit ridership constraint method is provided on page 9-10 of the report, which states that transit trips will be constrained to Metro system capacity and levels of service, and trips that cannot be accommodated by transit will be shifted to auto person trips. The ridership constraint numbers were based on what is expected to be future capital investment in the system.</p>

Review Element	Recommendation	Progress
Congestion Management System	<p>8. The TPB should develop a comprehensive description of a regional Congestion Management System to demonstrate its application at critical stages of the metropolitan planning process, including the development of the CLRP, TIP, and the development of major projects and policies...the description should be part of the next update to the CLRP or a stand-alone document that is completed in one year from the issuance of this report. The description can build on key elements in place, including monitoring and evaluating alternatives to new capacity (such as for the Mixing Bowl Springfield Exchange and the Woodrow Wilson Bridge) and the range of congestion-related strategies (such as the Commuter Connections Program).</p>	<p>8. The TPB has developed a stand-alone document that provides a comprehensive description called the Congestion Management Process (CMP). The major components include the following:</p> <ul style="list-style-type: none"> ● Methods to monitor and evaluate system performance ● Objectives and performance measures ● Data collection and analysis ● Identification and evaluation of anticipated performance and expected benefits of Congestion Management strategies, including demand management, traffic operational improvements, public transportation improvements, ITS technologies, and additional system capacity, (where necessary) ● Assessment of the effectiveness of previously implemented strategies <p>According to the TPB, The CMP is to be a living document, and an ongoing and developing process. Congestion information will be updated as it becomes available. The process itself will be updated as is determined to be necessary.</p>
Unified Planning Work Program	<p>9. While the TPB appears to have a coordinated process for providing technical assistance to local jurisdictions</p>	<p>9. The FY 2010 TBP Unified Work Plan incorporates all the suggested additions in Recommendation #9 (in the left hand column).</p>

Review Element	Recommendation	Progress
	<p>through the Unified Planning Work Program (UPWP), the TPB should more completely describe how this process is implemented and the means through which this local planning work is focused on regional priorities. As part of this description, the UPWP should include information on how funds are allocated to the States and the DC. This description should be included in the next UPWP and future UPWPs. The UPWP and future UPWPs should also include a summary statement—similar to the summary statements that are found at the end of each of the work items in the current UPWP for Oversight, Cost Estimate, Product, and Schedule—of who will perform the work associated with each activity.</p>	
Air Quality Planning	<p>10. As advocated by the Metropolitan Washington Air Quality Committee, the TPB should maintain their commitments to Transportation Emissions Reduction Measures and other emission reduction measures.</p>	<p>10. The TPB regional air quality improvement plan shows a long-term trend in continuing to reduce emissions from mobile sources. The conformity analysis of the plan found that mobile emissions are within currently required budgets.</p>
Intelligent Transportation Systems	No Recommendation	The TPB has been commended by the federal team for the advancement made in this area.
Travel Demand Forecasting and Models Development	No Recommendation	The TPB has been commended by the federal team for the advancement made in this area.

Review Element	Recommendation	Progress
Planning Factors	<p>11. The TPB should demonstrate and document how the federal planning factors are specifically addressed at key points in the transportation planning process as part of the next updates to the CLRP, TIP and UPWP. For example, the TPB can describe how the factors are reflected in the development of the UPWP, in the CLRP, or in TIP project selection.</p>	<p>11. Although the federal planning factors are incorporated into many of the planning activities presented in the document, I have not been able to find any documentation as to where they have been specifically addressed at key points in the planning process.</p>
Freight and Goods Movement	<p>12. While the federal team acknowledges early efforts to bring considerations into some aspects of the metropolitan area planning process, we encourage expansion of these efforts, such as,</p> <ul style="list-style-type: none"> a. Reaching out to freight stakeholder groups, including DC DOT's freight stakeholder advisory committee and the Washington Board of Trade, for their insights and input into the regional planning process b. Conducting a new external freight study to adjust current truck model data c. Finding a champion to focus on goods movement d. Updating its air cargo plan and focusing on airport access and facilities 	<p>12. Progress has been made in the following areas (in conjunction with the outline in the left-hand column):</p> <ul style="list-style-type: none"> e. The TPB Freight Subcommittee was launched in April 2008 and now holds bi-monthly meetings. These meetings cover goods movement topics of all modes; with a focus on truck and rail (a member list is not yet available online). f. In 2007, TPM commissioned a study through Cambridge Systematic, Enhancing Consideration of Freight in Regional Transportation Planning, which found that a majority of the goods moving through the metropolitan area are "through trips," with an annual estimated worth of \$1.2 trillion, and that approximately three quarters of freight

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	<p>The TPB should be able to indicate to the federal team progress on this or other initiatives within a year of the issuance of this report.</p>	<p>traveling to, from, or within the Washington, D.C. region is transported by truck. The study also suggests possible data sets, both public and private, that the COG/TPB may use in planning for freight transportation.</p> <p>g. A champion has not been identified in the 2008 update.</p> <p>h. In June 2008, the Aviation Technical Subcommittee completed the Washington-Baltimore Air Cargo Study (Authored by Timothy Canan, Continuous Airport System Planning Program). The Study forecasts reveal that both IAD and BWI are expected to increased growth in air cargo between 2010 and 2030.</p>
	<p>13. The TPB should explicitly demonstrate how the safety and security planning factors are proactively addressed in the regional transportation process. For example, the TPB could describe how these factors are reflected in the development of the UPWP, in the CLRP and in TIP project selection. The next updates to these documents should include explanations of the specific roles that the safety and security planning factors play in the process used to develop each of these documents.</p>	<p>13. The 2008 update refers to 2 programs that the agency promotes to incorporate safety issues into planning:</p> <ul style="list-style-type: none"> • Under its Transportation Safety Planning program, the TPB compiles and analyzes regional safety data, coordinates the metropolitan transportation planning aspects of state, regional, and local safety efforts, coordinates with other TPB committee on the integration of safety considerations, and develops and maintains the safety element of the region's long-range plan. • The Street Smart Campaign is an annual event held to raise awareness of pedestrian

Review Element	Recommendation	Progress
		<p>and bicycle safety issues.</p> <ul style="list-style-type: none"> The TPB's newly formed Transportation Safety Subcommittee of the TPB Technical Committee includes representatives from a wide range of Safety stakeholders, including the State Departments of Transportation Planning, TPB member jurisdiction planning staff, law enforcement, and public health representatives. The core activity of the Transportation Safety Subcommittee will be to advise staff on the creation and maintenance of the federally-required Safety element of the long-range transportation plan for the region. <p>Security planning has not been addressed in the 2008 update; however, the report states that it maintains a liaison-related relationship with the COG Security-related programs, and provides technical transportation expertise as necessary.</p>
Land Use Planning	14. The TPB should coordinate more frequently through the normal TPB planning process with all surrounding local jurisdictions on land use issues.	14. The TPB notes that it works closely with the COG's Housing and Planning staff and that it incorporates land use factors into its transportation and forecasting models for the region. In the fall of 2006, the TPB launched the Transportation/Land Use Connections Program (TLC). This program represents a way for the TPB to assist local jurisdictions in implementing this strategy, through providing both direct technical assistance and information about best practices and model projects through the TLC Clearinghouse.

Review Element	Recommendation	Progress
		The TPB has also been commended by the federal team for the advancement made in this area.
Multimodal Planning	No Recommendation	The TPB has been commended by the federal team for the advancement made in this area.
Title VI and Americans with Disabilities Act	15. The TPB should make its compliance with the requirements of the Title VI more visible in its planning process. Specifically, the TPB should describe the steps they have taken to ensure compliance in the next update to the CLRP.	15. The steps that the TPB must take to make itself more visibly compliant with Title VI in its planning process were not outlined in the 2008 update; however, the update does make mention to the existence of the Access For All (AFA) Advisory Committee (created in 2001), and notes that the AFA comments on the Draft CLRP each year.
Public Involvement	16. The TPB should evaluate the effectiveness of its regional public involvement outreach efforts within the next two years. The federal team notes that it also made this recommendation in the 2002 Federal Certification report.	16. A 2007 evaluation conducted by the firm, Circle Point, was noted in the Participation Plan adopted by the TPB in December 2007. The evaluation included key recommendations for improving the effectiveness of its regional public involvement outreach efforts, that include the following: <ul style="list-style-type: none"> a. The TPB should be more strategic and deliberate in determining which activities to pursue and which tools to use. b. The TPB needs to comprehensively examine how various public activities fit together and to identify where gaps remain. c. The TPB needs to incorporate different types of tools for different types of constituencies into its meetings. d. The TPB needs to explain how regional

Review Element	Recommendation	Progress
		<p>transportation challenges affect the lives of everyone in the region—from central DC to the outer suburbs.</p> <p>e. Evaluation of involvement efforts and strategies should occur more frequently.</p>