



National Capital Region
Transportation Planning Board



Kelly Bell photography / [Flickr](#)

TRANSPORTATION PLANNING BOARD MEETING PACKET

February 21, 2024

Virtual

**NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD
TECHNICAL COMMITTEE MEMBERSHIP LIST**

February 2, 2024

Chair Amy Garbarini

	Members	Alternates
<u>DISTRICT OF COLUMBIA</u>		
DC-DOT	Mark Rawlings	Sam Brooks Madeline Hairfield
D.C. Office of Planning	Rebecca Schwartzman	
<u>MARYLAND</u>		
Bowie	Vacant	
Charles Co.	Jason Groth	Ben Yeckley
College Park	Vacant	
Frederick Co.	Mark Mishler	
City of Frederick	David Edmondson	Joe Adkins
Gaithersburg	Brian Fields	Douglas Smith
Greenbelt	Vacant	
Laurel	Vacant	
Montgomery Co.	Gary Erenrich	Andrew Bossi Stephen Aldrich Anthony Foster
Prince George's Co.	Victor Weissberg	
Rockville	Emad Elshafei	
Takoma Park	Vacant	
Maryland DOT	Kari Snyder Tyson Byrne	David Rogers Stephen Miller Matt Baker
MNCPPC	Vacant	Thomas Masog
<u>VIRGINIA</u>		
Alexandria	Silas Sullivan	Simon Philippe
Arlington Co.	Dan Malouff	Rich Roisman
City of Fairfax	Chloe Ritter	Wendy Block-Sanford
Fairfax Co.	Malcolm Watson	
Falls Church	Vacant	
Fauquier Co.	Vacant	
Loudoun Co.	Rob Donaldson	Gladys Hurwitz Robert Brown
City of Manassas	Matthew Arcieri	Chloe Delhomme Brian Leckie
City of Manassas Park	Stephen Hall	
Prince William Co.	Megan Landis	Paolo Belita George Phillis Evandro Santos
Virginia DOT	Amir Shahpar	Maria Sinner Regina Moore Todd Horsley
VDRPT	Amy Garbarini	Keith Jasper
NVTA	Sree Nampoothiri	Hannah Pajewski
NVTC	Sophie Spiliotopoulos	Vikram Sinha
PRTC	Cynthia Porter Johnson	
VRE	Christine Hoeffner	Nick Ruiz
VPRA	Christine Fix	
<u>WMATA</u>	Mark Phillips	Jonathon Parker
<u>EX OFFICIO/NON-VOTING</u>		
FHWA – D.C.	Christopher Lawson	Sandra Jackson
FTA	Daniel Koenig	David Schilling
NCPD	Julia Koster	Marcel Acosta
NPS	Tammy Stidham	Laurel Hammig
MWAQC	Vacant	
MWAA	Vacant	

METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS

777 North Capitol Street, NE Suite 300
Washington, DC 20002



TPB TECHNICAL COMMITTEE

Friday, February 2, 2024
9:30 A.M. - 12:00 P.M.

Virtual Meeting

AGENDA

9:30 A.M. 1. WELCOME, PARTICIPATION PROCEDURES, AND MEMBER ROLL CALL
Amy Garbarini, TPB Technical Committee Chairman
COG protocols for holding hybrid meetings and how this meeting will proceed will be explained.

9:40 A.M. 2. APPROVAL OF MEETING RECAP FROM THE JANUARY 5, 2024 TECHNICAL COMMITTEE MEETING
Amy Garbarini, TPB Technical Committee Chairman

ITEMS FOR THE BOARD AGENDA

9:45 A.M. 3. NATIONAL CAPITAL TRAIL NETWORK UPDATE
Andrew Meese, TPB Systems Performance Planning Program Director
Staff will provide a status report on the National Capital Trail Network. The TPB was briefed on the draft network update at its January 17 meeting, with comments requested by February 9. The board will be asked to approve the updated network at its February 21 meeting.

10:00 A.M. 4. BRIEFING ON SELECTED 2024 WORK ACTIVITIES
Lyn Erickson, TPB Plan Development and Coordination Program Director
A briefing will be provided on several Unified Planning Work Program (UPWP) projects that are currently underway, including work on equity, climate change, safety, and more.

10:20 P.M. 5. BRIEFING ON THE DRAFT FY 2025 UNIFIED PLANNING WORK PROGRAM
Lyn Erickson, TPB Plan Development and Coordination Program Director
The committee will be briefed on the draft UPWP for FY 2025 (July 1, 2024 through June 30, 2025). The UPWP is an annual statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. This presentation will focus on new activities and projects.

Reasonable accommodations are provided upon request, including alternative formats of meeting materials.
Visit www.mwco.org/accommodations or call (202) 962-3300 or (202) 962-3213 (TDD).

- 10:40 A.M. 6. BRIEFING ON THE DRAFT FY 2025 COMMUTER CONNECTIONS WORK PROGRAM**
Dan Sheehan, TPB Transportation Operations Programs Manager
- The board will be briefed on the draft Commuter Connections Work Program (CCWP) for FY 2025 (July 1, 2024 through June 30, 2025). The CCWP is an annual statement of work that identifies alternative commute program projects and services designed to help improve traffic congestion and meet regional air quality goals in the non-attainment area. The board will be asked to approve the FY 2025 CCWP at its March 21 meeting.

INFORMATIONAL ITEMS

- 11:00 A.M. 7. VISUALIZE 2050: UPDATE ON LOGO, PUBLIC ENGAGEMENT, PROJECT INPUTS, NEXT STEPS**
Cristina Finch, TPB Transportation Planner
- TPB staff will brief the committee on the new Visualize 2050 logo, status of the project inputs, and the upcoming public engagement opportunity.

- 11:15 A.M. 8. TRANSITIONING TO MOVES4**
Dusan Vuksan, TPB Transportation Engineer
Jinchul Park, TPB Transportation Engineer
- TPB Staff will brief the committee on staff's plans to use EPA's MOVES4 model, released on August 30, 2023, for estimating criteria pollutant emissions in the upcoming Visualize 2050 Air Quality Conformity Analysis. MOVES4 will also be used to analyze greenhouse gas pollutants. Staff will share the main differences between EPA's MOVES3 and MOVES4 models, including the findings of preliminary sensitivity analysis conducted using the two models.

- 11:30 A.M. 9. INTERCITY TRAVEL STUDY**
Eric Randall, TPB Transportation Engineer
- TPB staff will brief the committee on the scope of work for a study of intercity bus and rail travel into and out of the National Capital Region, including stations and stops, trips, destinations, passenger demographics, mode of access, and other data of interest as well as identify needed facilities and access improvements. This study will build on the information review presented in June 2023 and the TPB's work session in October 2023.

- 11:45 A.M. 10. OTHER BUSINESS**
Lyn Erickson, TPB Plan Development and Coordination Program Director
- RRSP/TLC Applications due March 8 (*Janie Nham*)
 - Planning Area Boundary Adjustment and TPB Membership Change (*Lyn Erickson*)
 - Detailed Transit Assumptions for Visualize 2050 due March 1 (*Jane Posey*)
 - Staff Update (staff)

12:00 P.M. 11. ADJOURN

The February TPB meeting is scheduled for Wednesday, February 21, 2024. The next Technical Committee meeting is scheduled for Friday, March 1, 2024.

Upcoming Subcommittee and Advisory Committee Meetings		
February 13	1:00 P.M.	Transportation Safety Subcommittee
February 15	6:00 P.M.	TPB Community Advisory Committee
February 21	12:00 P.M.	Transportation Planning Board
February 27	12:00 P.M.	TPB Regional Public Transportation Subcommittee
March 1	9:00 A.M.	TPB Technical Committee

TPB TECHNICAL COMMITTEE MEETING SUMMARY

January 5, 2024

1. WELCOME, VIRTUAL PARTICIPATION PROCEDURES, AND MEMBER ROLL CALL PROTOCOL

Staff described the procedures and protocols for the virtual meeting and conducted a roll call. Meeting participants are documented in the attached attendance list.

2. APPROVAL OF MEETING RECAP FROM THE JANUARY 5 TECHNICAL COMMITTEE MEETING

There were no questions or comments regarding the December Technical Committee meeting. The summary was accepted as final.

ITEMS FOR THE BOARD AGENDA

3. REVIEW OF OUTLINE AND PRELIMINARY BUDGET FOR THE FY 2025 UNIFIED PLANNING WORK PROGRAM (UPWP)

Ms. Lyn Erikson briefed the committee on an outline and preliminary budget for the Unified Planning Work Program (UPWP) for FY 2025. Ms. Erikson summarized the first and second tasks, Long-Range Transportation Planning and Transportation Improvement Program, which involve work related to implementing Visualize 2045, developing Visualize 2050, tracking Federal compliance, expanding work related to resiliency, programming the FY 2026-2029 TIP, and improving the TIP database.

Mr. Andrew Meese walked the committee through task 3 of the UPWP, Planning Elements, which will include the development of the Performance-Based Planning and Programming (PBPP), the Congestion Management Process (CMP), Bicycle and Pedestrian Planning, and more.

Ms. Erikson briefly touched on Task 4, Public Participation, and mentioned a new activity to conduct outreach to support an update to the Long-Range Transportation Plan.

Mr. Mark Moran summarized Task 5, Travel Forecasting, which will involve network development in the model and finalizing the Gen3 Model. Mr. Moran then summarized Task 6, Mobile Emissions and Climate Change Planning, which will involve the Air Quality Conformity analysis and electrical vehicle planning.

Ms. Erikson then summarized Tasks 7, 8, and 11 on behalf of Mr. Tim Cannan. Task 7, Transportation Research and Data Programs will involve commencing the Regional Travel Survey (RTS) and applying Big Data in specific analyses. Task 8, Regional Land Use and Transportation Planning Coordination will prepare updates to the Round 10.0 Cooperative Forecast and identify hindrances to implementing equitable Transit-Oriented Development (TOD) in the region. Task 11, Technical Assistance Program, will provide funding resources to support projects and/or studies in the region, and conduct travel monitoring studies.

Ms. Erikson and Mr. Meese summarized Task 9, Complete Streets Mobility and Enhancement Programs, which will focus on supporting work for the various TPB programs.

Lastly, Mr. Kanti Srikanth summarized Task 10, TPB Management and Support, which focuses on

supporting the TPB and its committees and setting aside funding for activities that the Board may decide on. Mr. Srikanth then gave additional details on Task 7 and emphasized the importance of acquiring high quality transit data from the local agencies to inform the new activity-based model. Mr. Srikanth elaborated on Task 8 to say that the work has already begun this fiscal year but could extend into next fiscal year and that the COG Department of Community Planning and Services is the task lead, not the TPB. For Task 11, Mr. Srikanth provided background to the Transit within Reach program and how the TPB identifies funding assistance for the 23 members.

The following questions were asked:

- Mr. Bob Brown stated that there is so much being run by the Technical Committee regarding the UPWP and that some new members on the TPB Board might have a difficult time digesting all the information. Mr. Brown stated that it may be good to inform the TPB Board members where and how they can participate in the activities.
- Mr. Srikanth responded that TPB staff try to keep briefings to the TPB brief and focused. Mr. Srikanth also stated that the Board will be informed in two parts; one in January that acts as an MPO 101 and one in February that will boil the detailed UPWP into a short presentation.
- Mr. Brown inquired if the TBP and its staff could determine if the DMV region has been receiving its fair share of Federal funds, what the money is for, and whether we are receiving equitable treatment. Mr. Brown stated that he feels that Loudoun County and Northern Virginia has received very little funding compared to other localities.
- Mr. Srikanth responded that he is unsure if the Feds or others would agree that there is a fair share to be determined for each of the 50 states and territories. Mr. Srikanth stated that the TPB issues 8 to 10 grant applications and asked that members follow up on whether they received the grant or not.
- Mr. Brown inquired if a calendar could be made for the technical assistance programs to inform members when grants will be available.
- Mr. Srikanth responded that staff have previously provided a TPB grant calendar and that it is a good idea for a grant calendar to be shared.

4. NATIONAL CAPITAL TRAIL NETWORK UPDATE

Mr. Meese introduced today's presentation as being in two parts: first, an update of activities since the TPB Technical Committee was briefed on this topic at its November 3, 2023 meeting, and a preview of what was proposed to be presented to the TPB at its upcoming January 17, 2024 meeting, toward hopeful approval in February.

Since November 3, staff had made additional changes and technical corrections to the National Capital Trail Network Geographic Information System definitions based on additions and corrections from TPB member jurisdictions, which was a complex task. Staff also created a new interactive web page for the draft updated network.

At the upcoming TPB meeting, staff planned to show the updated network map indicating existing and planned facilities. Progress toward completion was to be highlighted, reported as 83 miles of trail completed since 2020. Additional mileage was also being proposed for the network, bringing the total to over 1,500 miles regionally. As of this update, the designated network was just under 50% complete/existing and just over 50% planned/not yet existing.

Metrics of the updated network were analyzed through COG/TPB's Geographic Information System, specifically COG/TPB policy-related features measured to be within a one-half-mile buffer of the National Capital Trail Network, including Equity Emphasis Areas (92% within the half-mile buffer), Regional Activity Centers (97%), High-Capacity Transit Station Areas (93%), and Transit Access Focus Areas (98%). The analysis estimated that by 2030, about 64% of the region's population and 72% of the jobs would be within a half-mile buffer of the network. Mr. Meese also noted that the Regional

Bicycle and Pedestrian Plan has additional projects over and above those on the National Capital Trail Network, which provide further access.

Mr. Meese noted that a new update of the network would begin shortly after this update was complete, in tandem with an update of the Bicycle and Pedestrian Plan database and with Visualize.

Ms. Howard demonstrated the interactive National Capital Trail Network web page, designed to include all the information being presented in conjunction with this network update. The page featured a map, including a slider to view either the 2020 or 2023 version. Also on the page were visualizations of the network analysis metrics, along with example success stories. She noted the recently completed College Park Woods Connector Trail as a good example of how a relatively short connection can greatly increase access for a community to the regional network of trails. Other recent completions included the I-66 Parallel Trail and the Frederick Douglass Memorial Bridge.

Ms. Howard highlighted a section of the web page that showed links to COG and TPB policy documents that the National Capital Trail Network supports, including the TPB Vision, Visualize 2045 and its Aspirational Initiatives, and COG's Region Forward.

Mr. Shahpar asked whether there was information available regarding the cost of completed and planned bicycle/pedestrian facilities, since VDOT was currently looking into this, and recommended that cost information be included in the network. Also, Mr. Shahpar stated that he thought the use of populations from the travel demand model traffic analysis zones was misleading; a recent survey found that a majority of trail users were actually driving to access the trails, so should be within half a mile be considered "serving" the population?

Regarding the populations, Ms. Howard noted that there was a geographic adjustment of traffic analysis zone populations to avoid overcounting. She also acknowledged that the zone-based methodology used was limited; a network-based analysis (which would require additional resources) could provide more precise results, and that this could be explored in the future. Mr. Shahpar strongly supported pursuing the more complex and precise methodology to estimate access. Regarding the second question, Ms. Howard stated that the priority for this update was improving the spatial information; jurisdictional staff who provided spatial information did not necessarily have the cost information to include.

Mr. Srikanth raised a clarification of what it meant to be "served" by the trail, which was zonally based regardless of the mode of access and was considered to be a conservative estimate; but perhaps this definition could be clarified or fine-tuned in future documentation. Mr. Srikanth also noted that TPB's PIT database effort asked agencies, for projects for which the "this is a bicycle or pedestrian project" box was checked, to include a cost breakdown for that element, which TPB is glad to include if the information is provided by the entering agencies.

5. PERFORMANCE-BASED PLANNING AND PROGRAMMING: RULEMAKING REGARDING GREENHOUSE GAS EMISSIONS ON THE NATIONAL HIGHWAY SYSTEM

Eric Randall briefed the committee on the new federal rulemaking for state DOTs and MPOs to establish performance targets for declining greenhouse gas (GHG) emissions on the National Highway System. State DOTs are required to establish initial four-year targets by February 1, 2024, with MPOs have up to 180 days after. Due to our regional geography, the TPB is required to adopt three geographic targets for the GHG performance measure: one target for the TPB's metropolitan planning area, one target for the Washington DC-MD-VA urban area, and one target for the Baltimore MD urban area. These latter two targets must be established jointly with our adjacent MPOs. The TPB is scheduled to be briefed on the GHG rule at its January 2024 meeting. In succeeding months TPB staff will test several options for calculating GHG emissions performance and forecasting future performance for the required targets. TPB staff anticipate bringing a recommended methodology and

draft targets to the TPB for a briefing in May 2024 followed by approval in June 2024.

Kanti Srikanth added that in June 2022 the TPB adopted regional, voluntary, on-road transportation-sector-specific GHG reduction goals of 50% below 2005 levels by 2030 and 80% below 2005 levels by 2050. Those goals are very different from the location and time parameters of this rulemaking. So, members should not be expecting twenty or thirty percent reduction targets and please keep this in mind when briefing board members.

INFORMATION ITEMS

6. PLANNING AREA BOUNDARY ADJUSTMENT AND RESULTING TPB MEMBERSHIP CHANGE

Ms. Lyn Erickson briefed the committee on an update to the planning area boundary. Ms. Erickson presented the map boundary change, which removes Fauquier County from the National Capital Region urban area. Ms. Erickson stated that Fauquier County has decided to opt out of being part of the MPO. From this, the Board will be asked to take a couple of actions, including a resolution that will remove Fauquier County as a member and update the bylaws. Ms. Erickson stated that following the resolution, all documents and maps will be updated.

7. VISUALIZE 2050: UPDATE ON PUBLIC ENGAGEMENT AND PROJECT INPUTS

Cristina Finch provided an update on public engagement and project inputs. The summary of the first Visualize 2050 comment period covering most of 2023 was shared with the TPB in December and staff will be following up with states on general responses. The staff is currently reviewing hundreds of records submitted for consideration in the plan and coordinating with agencies on clarifications in preparation for the March comment period. In their review, staff noted several submissions do not include adequate funding information.

Ms. Finch explained the use of Primary Project Type Study/Planning/Research and the differences when used for a T or CE record as follows: T record – Study/Planning/Research are funded and programmed for planning or preliminary engineering as they evaluate how to address issue(s) and multiple possible options. These records are in the financial plan but not the conformity analysis. CE record – Study/Planning/Research is not programmed, and future funding ability is not reasonably anticipated. A preferred alternative and engineering may be underway but a total cost estimate and how the full project will be funded is unknown. These records are not in the financial plan or conformity analysis.

Ms. Finch stated all CE projects that are not studies must have general funding sources (federal, state local, bonds, private) assigned that add to the total cost estimate. To summarize, Ms. Finch explained for projects to be in the V2050 air quality analysis, financial and conformity information must be provided, and studies or projects with only planning and engineering money will not be in the air quality analysis or the March comment period. Future cycles of the plan or out-of-cycle amendments is an option for projects that will not have financial information ready. There were no questions from members.

8. REGIONAL ELECTRIC VEHICLE INFRASTRUCTURE IMPLEMENTATION (REVII) STRATEGY PROJECT

The Regional Electric Vehicle Infrastructure Implementation (REVII) Strategy Project is being developed to support state and local governments as they prioritize locations for publicly accessible electric vehicle (EV) infrastructure deployment to support the shift of the private light-duty vehicle fleet to EVs. The committee received a briefing from Ms. Haley Erickson on draft results of the project.

There are two components to the project. The first component is three scenarios (low, medium, and high) of light-duty EV projections by county for years 2030, 2035, and 2045, and the second component is draft GIS mapped results for the Light-Duty Electric Vehicle Charger Deployment Planning Analysis.

Ms. Haley Erickson noted that the analysis is being conducted at the regional level, and jurisdictions should use this study in conjunction with local knowledge to determine the best path forward for deploying EV charging stations. The results will also be presented to COG's Regional Electric Vehicle Deployment (REVD) Working Group on January 18. Both groups are asked to submit any feedback by February 1, 2024. The final product is expected in Spring 2024.

Mr. Srikanth added additional context. He reminded the committee of the TPB's aspirational goals for reducing on-road greenhouse gas (GHG) emissions (50% below 2005 levels by 2030 and 80% below 2005 levels by 2050) and noted that one of the reasons the TPB is undertaking this study is because the results of the Climate Change Mitigation Study of 2021 found that the highest potential for reducing GHGs from the on-road transportation sector is shifting to clean fuels, which includes EVs. Additionally, through the Bipartisan Infrastructure Law, the federal government has made \$7.5 billion in funding, \$5 billion of which is formula funding that is allocated to states, available for EV charging infrastructure. Staff hope that the REVII Strategy will provide members with information as they are making investment decisions. If the region is going to move towards achieving the on-road GHG reduction goals, there needs to be an expedited, urgent attempt to make this investment. He noted that the results of this study will be able to be used by both state and local jurisdictions as they make planning and investment decisions, as well as multiple jurisdictions collaborating on a regional discretionary grant application. He asked that if committee members are not working on this topic, to please ask the staff that are to review the draft REVII Strategy project results.

Mr. Erenrich said that it would be helpful to have two more layers – a public property map layer and a layer with environmentally sensitive areas. He noted that advancing something on private property could take years. He also said that definition of “parcel” needs to be changed or redefined. He said that the word parcel implies private property, and if you have a region, state, or local agency that is referring to parcels, we want to make sure that people don't think that the REVII Strategy is implying that private property should be taken for a public purpose.

Mr. Srikanth responded to Mr. Erenrich's comment on parcels. He said that he believes that it is good to have the information at the smaller geography. Mr. Erenrich disagreed and felt that Census Block Groups are small enough. Mr. Srikanth said that the idea is to provide very specific, useful information. He said that as Ms. Haley Erickson noted in her last slide, the identified locations will be for local jurisdictions to consider and that the locations are not being recommended or mandated in any way. The REVII Strategy will be a planning resource, not a binding document or a mandate of any kind and the project team will make that clearer going forward. Mr. Srikanth also said that the project team will investigate the layers that he requested to see if they can be added to the mapping. He also wanted to follow up on Mr. Erenrich's comment about it being difficult to make investments on private property. Mr. Srikanth wanted to acknowledge that that is not the only way that funds can be used to get the private sector to participate. There are incentive programs that can be created using the federal funds, which doesn't necessarily mean that the local agency has built and maintain charging stations. Mr. Erenrich noted that there are property acquisition processes that must be followed. Mr. Srikanth responded that the project is not implying that local governments will necessarily be the ones to build charging stations. He added that they could continue the conversation offline.

9. OTHER BUSINESS

- John Swanson spoke to the Committee about the current RRSP / TLC solicitation. John mentioned that the application window is now open to applicants, and it is only open for 2 months. The application will close on March 8. Up to \$100,000 for preliminary engineering and design projects is available, which is a change from last year.
- Lyn Erickson reminded the Committee there will be a questionnaire coming soon to verify contact and committee member information.
- Lyn Erickson updated the Committee on the 2024 meeting dates. As of today, the following Technical Committee / Steering Committee meetings will be virtual: Feb 2, June 7, and October 4. Also, note that the TPB Board meeting will be held March 21 (this is on a Thursday), June 20 (this also on a Thursday), and October 16.
- Andrew Meese updated the committee on the roadway safety issues. In December at the TPB Board meeting, the board considered and approved the PBPP Highway and the Transit Safety targets. Mr. Meese mention there was a memo that was presented to the board talked about the Transportation Safety Planning activities for the 2024 calendar year. He highlighted a few activities that will be starting soon.
- Lyn Erickson recapped the 2024 TPB leaders. Christine Henderson is (Chair), James Walkinshaw is First Vice Chair, and Neil Harris is Second Vice Chair. AFA has a new chair as well - James Walkinshaw. The AFA will start their meetings in March. TPB is on a 2-year cohort with CAC. Richard Wallace will be giving his last annual report at the board meeting. Chair Henderson will be announcing the new CAC chair at the next TPB Board meeting.
- Kanti Srikanth announced the retirement of Nick Ramfos. Nick has been with COG for 27 years and he will be missed.
- Lyn placed a link in the chat for open positions at COG. Lyn is also looking to fill the public participation/CAC/AFA position on her team.
 - Mark Moran also has a position open on his team. He looking to fill a Transportation Engineer. This position will focus on Air Quality and Climate Change.
 - Andrew Meese mentioned there will be couple of positions opening soon on his team.
 - Charlene Howard mentioned there is a GIS Specialist position available on her team. Charlene also introduced Suraj Vujjini a new team member working under Ken Joh.
 - Amir Shahar from VDOT announced he has an opportunity at his agency. There are two positions: Bike Ped Coordinator and a Travel Demand Modeling Manger.
- Eric Randall reminded everyone that the Raise grants are due by February 28th. The federal government needs the MPO letters, and if support letter is needed, please let us know.

ATTENDANCE – Hybrid/ In-person

(I)= in person (V)= virtual

MEMBERS AND ALTERNATES	
Mark Rawlings – DDOT (I) Christina Henderson – (V) Gary Erenrich – Montgomery County (V) David Edmondson – City of Frederick (I) Brian Fields – City of Gaithersburg (V) Malcolm Watson – Fairfax County (V) Bob Brown – Loudoun County (I) Kari Snyder – MDOT (V) Victor Weissberg – Prince George’s Co. (V)	Brian Leckie– City of Manassas (I) Amir Shahpar – VDOT (I) Maria Sinner- VDOT (V) Hannah Pajewski – NVTA (V) Sophie Spiliotopoulos – NVTC (V) Sree Nampoothiri – NVTA (V) Christine Hoeffner – VRE (V) Nick Ruiz – VRE (V) Mark Phillips – WMATA (V) Haley Erickson – ICF (V) Amy Garbarini – VDRPT (I)
OTHERS / MWCOG STAFF PRESENT	
Kanti Srikanth Lyn Erickson Kim Sutton Sergio Ritacco Eric Randall Andrew Austin Andrew Meese Cristina Finch Jinchul Park Leo Pineda Paul DesJardin Michael Farrell	Janie Nham Suraj Vujjini Tim Canan Mark Moran Rachel Beyerle John Swanson Katherine Rainone Andrew Messe Dusan Vuksan Charlene Howard Erin Morrow Wanda Owens



MEMORANDUM

TO: Transportation Planning Board Technical Committee
FROM: Andrew Meese, TPB Systems Performance Planning Program Director
Michael Farrell, TPB Senior Transportation Planner
SUBJECT: Updated National Capital Regional Trail Network
DATE: January 26, 2024

This memorandum provides the status of the National Capital Trail Network update subsequent to the January TPB meeting.

Staff presented the proposed updated National Capital Trail Network to the TPB at its January 17, 2024 meeting, providing the background to the network as a Visualize 2045 Aspirational Initiative; a geographic analysis of the network's proximity to COG and TPB policy areas such as Equity Emphasis Areas; success stories of project completions since the TPB adopted the original version of the network in 2020; and an introduction to the interactive web page created for the network on the TPB website.

The draft map and web page may be viewed at the [National Capital Trail Network web page](#).

On January 17, board members raised questions concerning specific trails in Loudoun County and in the City of Fairfax. In response, staff has been working with Loudoun County and City of Fairfax staffs to ensure that network information reflected for those jurisdictions in the update is accurate. Staff anticipates being able to provide more information on this review at the February 2 TPB Technical Committee meeting.

The board was asked to provide staff any comments by February 9. Pending any further TPB comments by the February 9 deadline, staff anticipates presenting the network update to the TPB for approval at the February 21 meeting.

As noted at the January TPB Technical Committee meeting, staff worked with the jurisdictions and the Bicycle and Pedestrian Subcommittee to produce a revised National Capital Trail Network. Input received through December 5, 2023 and which met the agreed regional National Capital Trail Network inclusion criteria, is reflected in the updated map. Jurisdictional changes not available in time for this cycle will have an opportunity to be reflected in the next update in about a year's time.



MEMORANDUM

TO: TPB Technical Committee
FROM: Lyn Erickson, Plan Development and Coordination Program Director
SUBJECT: Status Report on Select FY 2024 UPWP Projects
DATE: February 2, 2024

This memorandum provides an overview of activities and studies that are underway, focusing on several key themes: equity and access, safety, climate change, and data collection and analysis.

ANALYSIS OF TRANSPORTATION INEQUITIES IN DISADVANTAGED COMMUNITIES

Also known as TPB's "Equity Deep Dive," this analysis looks to identify traditionally disadvantaged communities and the mobility and accessibility challenges they may be experiencing today. This analysis stemmed from TPB's request and staff's desire to respond to the many questions and needs internal and external stakeholders would pose as it presented, to meet federal Environmental Justice analysis requirements, the long-range impact of the national capital region transportation plan on Equity Emphasis Areas. The purpose of this study will be to think beyond the long-range planning requirements and provide TPB members with equity findings and considerations for today as they identify future projects, programs, and policies as part of their transportation planning activities. The analysis includes an examination of traditionally disadvantaged communities in the region that includes Equity Emphasis Areas, Justice40 areas, and others, and an examination of any unmet mobility and accessibility needs those communities may be experiencing now. With consultant support, staff plan to present the findings of this analysis and its main product, an in-depth interactive web-based tool, by summer 2024.

2024 REGIONAL SAFETY STUDY

To build on the safety analysis completed in 2020-2021, TPB staff is undertaking a study of recent regional crash data (since 2017) to better understand the nature of the region's safety outcomes. The study will examine: the prevalence and nature of regional fatal and serious injury crashes, as well as their most significant contributing factors; research related to contributing factors not captured on a crash report, such as economic and societal factors; best practices for addressing key safety concerns that have the greatest potential for reducing traffic fatalities and serious injuries; and information from jurisdictions regarding local-level safety challenges. A detailed report will be produced, and the effort will also include an update of the safety strategies recommended in the TPB's Regional Roadway Safety Policy, [Resolution R3-2021](#), based on findings from the analysis.

TPB staff initiated study activities in January 2024. The study and final report are anticipated to be completed in one year's time, with interim reports provided during the period of performance. Findings from the study will enhance the regional understanding of roadway performance and inform other potential TPB roadway safety actions and activities.

The study will complement other roadway safety activities planned for the year including a safety forum to hold policy-level discussions centered on the Safe System Approach and its application to the region, exploration of a region-wide “zero deaths” vision and goal to strengthen regional collaboration on safety, and continued engagement with the federal government on proposed regulations to address traffic fatalities and serious injuries.

IMPLEMENTATION CONSIDERATIONS FOR ON-ROAD TRANSPORTATION GREENHOUSE GAS REDUCTION STRATEGIES

A study will soon commence to explore implementation considerations for on-road greenhouse gas (GHG) emissions reduction strategies. This study will build on work conducted under the TPB’s Climate Change Mitigation Study (CCMS) of 2021, which analyzed the GHG emissions reduction potential of transportation scenarios, and the TPB Resolution R18-2022 on the Adoption of On-Road Transportation Greenhouse Gas Reduction Goals and Strategies. The study will focus on the seven strategies that the TPB designated for “further exploration in coordination at the local and state levels” in R18-2022. The final report for the study is expected by summer 2024.

In June 2022, the TPB adopted GHG reduction goals and strategies specific to the on-road transportation sector. The goals and strategies were informed by the CCMS and a questionnaire that was sent to all TPB members in Spring 2022. The TPB adopted GHG reduction strategies that are commensurate with COG’s regional, economy-wide goals: 50% below 2005 levels by 2030 and 80% below 2005 levels by 2050. As noted in TPB Resolution R18-2022, the TPB adopted seven strategies to reduce GHG emissions from on-road transportation (see first list below) and identified seven other strategies that were deemed to need further exploration (see second list below).

On-road GHG Reduction Strategies Adopted as Priorities by the TPB:

- Improve walk/bike access to all TPB identified high-capacity transit stations (i.e., fixed-guideway transit stations).
- Increase walk/bike modes of travel - Complete the TPB’s National Capital Trail Network by 2030.
- Convert private and public sector light-, medium-, and heavy-duty vehicles, and public transit buses to clean fuels, by 2030.
- Deploy a region-wide robust electric vehicle charging network (or refueling stations for alternate fuels).
- Add additional housing units near TPB-identified high-capacity transit stations and in COG’s Regional Activity Centers.
- Reduce travel times on all public transportation bus services.
- Implement transportation system management & operations (TSMO) improvement measures at all eligible locations by 2030.

On-road GHG Reduction Strategies to be Explored in Coordination at Local and State Levels

- Take action to shift growth in jobs and housing from locations currently forecast to locations near TPB-identified high-capacity transit stations and in COG’s Regional Activity Centers to improve the jobs-housing balance locally.
- Make all public bus transportation in the region fare-free by 2030.
- Make all public rail transportation in the region fare-free by 2030.

- Price workplace parking for employees – only in Activity Centers by 2030 and everywhere by 2050
- Convert a higher proportion of daily work trips to telework by 2030 and beyond.
- Charge a new fee per vehicle mile of travel (VMT) by motorized, private, passenger vehicles in addition to the prevailing transportation fees and fuel taxes.
- Charge a “cordon fee” (commuter tax) on motorized vehicle trip for all vehicles entering Activity Centers, by 2030.

The results of the CCMS, which analyzed scenarios containing these strategies, showed that even with all 14 strategies, the region does not have a clear path to achieve the TPB’s 2030 on-road GHG reduction goal and can achieve the 2050 goal only with significant decarbonization of the electric grid, which makes it more imperative to assess the implementation considerations for the strategies that were identified for further exploration. The project team will establish a list of implementation considerations that will be addressed for each strategy that could include relative effectiveness in reducing GHG emissions; cost; equity and impacts on disadvantaged, overburdened, and underserved communities; safety; economic impact; necessary enabling actions, including federal actions; and necessary legislative authority. The TPB Technical Committee will be asked to review the list of strategies for study, which may include additional strategies that were not considered in the CCMS, and the list of implementation considerations that will be assessed for each strategy.

REGIONAL ELECTRIC VEHICLE INFRASTRUCTURE IMPLEMENTATION (REVII) STRATEGY

The Regional Electric Vehicle Infrastructure Implementation (REVII) Strategy is being developed to support state and local governments as they prioritize locations for publicly accessible electric vehicle (EV) infrastructure deployment to support the adoption of light-duty EVs in the region. The strategy is being developed by the TPB’s on-call consultant, ICF, and funded through the UPWP Technical Assistance Program. The project kicked-off in July 2023 and is expected to be completed in late spring 2024.

This project is being undertaken for two reasons. First, both the TPB and the COG Board have passed resolutions supporting regional EV planning. When the TPB adopted greenhouse gas (GHG) emissions reduction goals specific to the on-road transportation sector (50% below 2005 levels by 2030 and 80% below 2005 levels by 2050, commensurate with COG’s regional, economy-wide GHG reduction goals) in June 2022, it also adopted GHG reduction strategies that included increasing the number of EVs in the region and deploying a network of EV charging infrastructure. The TPB’s Climate Change Mitigation Study of 2021 (CCMS) found that, of the strategies analyzed, the highest potential for reducing GHGs from the on-road transportation sector would be shifting to clean fuels, which includes EVs. Additionally, the COG Board adopted a resolution in September 2022 establishing a Regional Electric Vehicle Deployment (REVD) Working Group under COG’s Climate, Energy and Environment Policy Committee (CEEPC), to serve as a forum for members to collaborate and coordinate actions related to deploying EVs and EV infrastructure. Second, through the Bipartisan Infrastructure Law, the federal government has made \$7.5 billion in funding available for EV charging infrastructure, \$5 billion of that is formula funding that is allocated to states, through programs such as the National Electric Vehicle Infrastructure (NEVI) Formula Program and the Charging and Fueling Infrastructure (CFI) Discretionary Grant Program. The REVII Strategy can inform state and local governments in their EV infrastructure planning work as well as inform multi-jurisdiction proposals for funding, such as the one led by COG that several local jurisdictions submitted last year for the CFI Program.

The REVII Strategy will have two components: (1) light-duty EV projections that will be used to calculate the approximate number of EV charging stations needed to support future light-duty EV adoption in the region and (2) the charging station priority location map that will help identify locations to deploy the estimated number of needed charging stations. Jurisdictions should use the REVII Strategy in conjunction with local knowledge to determine the best path forward for deploying EV charging stations. The REVII Strategy is designed to be a planning tool and is not meant to be prescriptive.

Jurisdictions can use the map for any stage of their planning process. Jurisdictions can start their planning process by using the map to identify priority locations generally to help focus EV infrastructure planning efforts. For jurisdictions that have begun EV infrastructure planning, the map can be used to crosscheck against locations that have already been flagged as high interest areas for charging station deployments. The map can also be used in discussions with private sector partners to encourage EV infrastructure installation on private land and to select high-priority parcels for in-depth charging station siting assessments (e.g., checking electrical conduit/infrastructure that exists or needs installed).

The TPB Technical Committee and COG's Regional Electric Vehicle Deployment (REVD) Working Group both received a presentation on the draft results in January and were given the opportunity to provide feedback. The REVII Strategy is expected to be completed in late Spring and will be delivered as a final report and final GIS mapping tool.

TRANSPORTATION RESILIENCE STUDY – PHASE II

The new transportation resilience planning program is well underway, starting with the Phase II Transportation Resilience Study. Together with member jurisdictions and agencies, TPB is developing a regional Transportation Resilience Improvement Plan (TRIP) as part of the second phase of its transportation resiliency study. This type of comprehensive plan for state or regional transportation resilience, the TRIP, is a major element of the Infrastructure Investment and Jobs Act (IIJA) Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation program (PROTECT). Developing a TRIP can lower the non-federal construction match for projects funding by the PROTECT program from 20% to 13% and integrating that TRIP into the LRTP can reduce the match to 10%. The TRIP is on track to be completed and finalized in June 2024, and the following milestones met towards the completion of this plan are as follows:

- **Regional Transportation Resilience Planning Working Group, initially convened May 2023**
Consisting of transportation resilience planners and stakeholders from member localities and agencies, the working group primarily provides input and feedback on key milestones during the development of the TRIP through a series of quarterly meetings.
- **Regional Transportation Resilience Forum, held October 2023**
This project convened a Resiliency Forum – which included a broader swath of regional participants, seeking to include at least one representative from all member jurisdictions. The goal for the Forum was to build knowledge of climate risks among the jurisdictions and collaborate with them to develop resilience solutions. Held on October 3, 2023, the forum was very successful, drawing over 60 participants from around the region.
- **Risk-Based Vulnerability Assessment, completed January, 2024**
One required element of a TRIP is a vulnerability assessment. The consultant completed a vulnerability assessment of risks posed by natural hazards on generalized transportation assets (phase 1) and regional-specific assets (phase 2) – which was guided by the working

group. The final draft of the vulnerability assessment is currently with the working group for final approval, and will be posted on the TPB website once the document is final.

- **Regional Transportation Resilience Mapping Tool, completed December, 2023 | [Mapping Tool Link](#)**

Part of this project was to produce an interactive mapping tool in conjunction with the vulnerability assessment, to live on the TPB ArcGIS website. The tool layers transportation asset, climate, and equity spatial data to depict highly vulnerable assets so agencies can evaluate their individual assets and services to understand how vulnerable they may be in the face of certain natural hazards.

- **TRIP Project Request Guidance Document and Project Submission Form, document completed November, 2023, project collection ongoing with submission deadline February 14, 2024 | [Guidance Document Link](#) | [Submission Form Link](#)**

TPB is soliciting transportation resilience projects to include in the TRIP. Per the PROTECT Program Guidance from the Federal Highway Administration, priority resilience projects included in the TRIP will receive extra evaluation points and will be eligible for a 7% reduction in the non-federal share of project costs for the PROTECT Discretionary Grant Program. If projects are incorporated into the TPB National Capital Region Transportation Plan, they will be eligible for an additional 3% reduction and may receive the maximum 10% reduction in non-Federal share of project costs. Submitted projects will be evaluated for inclusion in the TRIP according to the resilience criteria established in the TRIP Project Request Guidance document, as linked above.

- **Final TRIP document on track to be delivered end of June, 2024**

COORDINATED TRANSIT ON-BOARD DATA COLLECTION

Staff conducted initial activities to conduct a multi-year process to facilitate coordination among the region's public transportation providers to collect transit on-board passenger trip information to ensure that the data collected will provide information needed by these transit agencies and by COG/TPB staff, who use the data to estimate, calibrate, and validate regional travel demand forecasting models. Staff briefed the Regional Public Transportation Committee, the Travel Forecasting Subcommittee, and the TPB Technical Committee on the proposed approach for coordinating transit on board data collection that can be used to support regional travel demand forecasting and travel trends analyses.

REGIONAL TRAVEL SURVEY

TPB's largest data collection effort is the Regional Travel Survey (RTS). This significant undertaking is TPB's biggest data collection effort and historically it has occurred only once every 10 years. The RTS provides critically needed information on the characteristics of travel and characteristics of those persons who are making trips; and this information is necessary to support regional travel demand forecasting activities. After evaluating the state of the practice and benchmarking against other large MPOs, staff recommended that TPB conduct the RTS more frequently so these important data can be more timely and current. During FY 2024, staff has begun to set the stage for implementing this new RTS format by beginning developing a work plan and scope of work that will position the TPB to commence this work in FY 2025.

INTERCITY BUS AND RAIL TRAVEL STUDY

The purpose of the study will be to collect regional information on intercity bus and rail travel to meet federal requirements for metropolitan transportation planning and to improve regional knowledge. This study will build on the staff research conducted in May 2023 and the TPB work session conducted in October 2023. This study is part of the FY 2024 Unified Planning Work Program (UPWP) and will continue into FY 2025.

A consultant or team of consultants will be hired to conduct the work of the study, under the oversight of TPB staff and with input from regional TPB member staff, including the TPB Technical Committee and the TPB Regional Public Transportation Subcommittee who will be involved as this work progresses.

The consultant will expand on previous TPB analysis of intercity bus and rail travel by:

- a) examining both wholly private services, as well as services that are publicly funded and/or operated under public contract (e.g., Virginia Breeze, Bayrunner, etc.);
- b) studying commuter bus (e.g. MTA, Loudoun County Transit, and Omniride.) and commuter rail (e.g., MARC and VRE) providing similar or complementary services to intercity travel providers (e.g., Baltimore – Washington travel, or other travel from points outside the region); and finally,
- c) collecting intercity travel data and information, to include ridership, intercity trips by time of day and day of week, station and stop locations, traveler demographics, traveler origins and destinations (inc. jurisdiction/zip code of residence), traveler trip purpose (e.g., business or tourism), and traveler modes of access. Other details will be determined.

The consultant will prepare a draft and final report on the information collected, as well as a webmap with geographic data. A tentative timeline is for delivery of these materials by the end of calendar year 2024, which will enable incorporation of appropriate information into the Visualize 2050 regional transportation plan.

TRAVEL MONITORING AND TRENDS ANALYSIS

One of the long-time core activities of TPB staff's data and research program is to monitor regional travel and analyze and report on travel trends to inform regional transportation planning. The tools of the trade used for this activity continue to evolve. To enhance its travel monitoring program, staff acquired large datasets of passively collected trip information from several "big data" vendors during the year. Staff is developing use cases and analyses where these data can be applied and evaluated for their effectiveness in supporting regional travel trends research and analyses. These data can help provide additional insights into the nature and characteristics of travel trends in the region. Staff also continued to develop enhanced visualizations and data products and implement new data collection methods focused on obtaining regional travel information on a more frequent and ongoing basis. Finally, staff completed its recommendation for conducting the Regional Travel Survey (RTS) more frequently and began developing a scope of work to commence RTS activities in FY 2025.

REGIONAL ACTIVITY CENTERS UPDATE

Regional Activity Centers are important locations that will accommodate the majority of the region's future growth and play a central role in achieving regional transportation goals and help focus future transportation investments. COG examines and updates the map of the Regional Activity Centers following the approval of a major round of Cooperative Forecasts. The COG Board of Directors approved the most recent major round, the Round 10.0 Cooperative Forecasts. During FY 2024, staff developed a work plan for updating the Regional Activity Centers and this work is being completed under the oversight of COG's Planning Directors and Technical Advisory Committee. This update entails staff applying the criteria used to identify these areas using updated data and developing a new set of Regional Activity Centers that will be identified on a map product. Final COG approval of the updated Regional Activity Centers is anticipated in early FY 2025.

A PEOPLE'S GUIDE TO TRANSPORTATION DECISION-MAKING IN THE NATIONAL CAPITAL REGION

Updated in late 2023 as recommended during the most recent federal certification review, the People's Guide is designed to assist TPB board and committee members, TPB member jurisdiction staff, and the public understand how, when, and where transportation decisions are made in the region; the TPB's role in coordinating the process; and ways that local residents, businesses, and other members of the community can participate in transportation planning and funding decisions. In addition to the role of the TPB, the guide provides a general overview of the state DOT, transit, and local government planning, funding, and project selection process. Also included is a section on how community members can get involved and frequently asked questions.

The guide is 36 pages, is available on the COG/TPB website, and will be available as a printed booklet for TPB board members, committee representatives, TPB Community Leadership Institute participants, and COG/TPB staff. A PDF version of the guide is available on the Getting Involved & Public Comment page of the COG/TPB website. The printed booklet will be available by early March 2024.

Share the [PDF](#) or request a copy of the guide by contacting [Rachel Beyerle](#), TPB Transportation Communications Manager.



MEMORANDUM – DRAFT

TO: National Capital Region Transportation Planning Board
FROM: Lyn Erickson, TPB Plan Development and Coordination Program Director
SUBJECT: Draft FY 2024 Unified Planning Work Program (UPWP) Amendments to Budgets and Work Activities, Including ‘Carryover’ Amounts
DATE: February 2, 2024

The Board will be asked to amend the FY 2024 Unified Planning Work Program (UPWP) at its March 21, 2024, meeting, to remove certain work activities and associated funding amounts and to approve “carrying over” this funding into the draft FY 2025 UPWP.

The amendment to remove work activities and funding reflects staff’s determination that the work activities will not be completed in the remaining months of FY 2024 (between now and June 30, 2024). Two independent actions will occur: 1) the FY 2024 UPWP will be amended to remove some subtasks and associated funding, and 2) these subtasks and associated funding will be “carried over” into the FY 2025 UPWP. The two actions are contingent upon each other, so they either both occur or neither occurs.

This memorandum identifies the revisions to the specific work activities and changes to the budget amounts in the FY 2024 UPWP that are to be “carried over” into the new FY 2025 UPWP. The projects and funding are already included in the Draft FY 2025 UPWP that is out for review. The proposed amendment and “carry over” funding and activities were reviewed by the state funding and oversight agencies: the District Department of Transportation (DDOT), the Maryland Department of Transportation (MDOT), the Virginia Department of Transportation (VDOT), and the Virginia Department of Rail and Public Transportation (DRPT).

SUMMARY OF BUDGET REVISIONS

Staff recommends that the current FY 2024 UPWP be amended to reduce the total budget for the basic UPWP by \$3,682,000 (\$3,557,000 Core UPWP, \$125,000 Technical Assistance) to reflect work activities that are not anticipated to be completed during the remaining part of fiscal year ending June 30, 2024, OR work activities being deferred. Staff recommends this amount and work activities be “carried over” to the FY 2025 UPWP to support continued work on these activities and other activities planned for FY 2025. The proposed FY 2024 UPWP amended budget amounts and distribution are listed in Tables 1, 2, and 3 which will be attached to this memo for the approval.

CHANGES TO FY 2024 UPWP ACTIVITIES AND BUDGETS

The \$3,682,000 recommended reduction in budget would be in the core program’s work activity budget and the combined Technical Assistance program budget. These amounts will be carried over to the FY 2024 UPWP core program and Technical Assistance.

The breakdown of the funds within the core program recommended to be carried over is as follows:

1. Task 3 – Planning Elements: Carry over a total of \$500,000, including:
 - \$400,000 in funding budgeted for consultant services and data purchases (Congestion Management Process and Systems Performance, Operations, and Technology Planning tasks). Additional time is needed to address availability and quality review issues for data intended to be purchased.
 - \$100,000 budgeted for certain Freight Planning activities, to align with stakeholder needs and schedules.
2. Task 5 – Travel Forecasting: Carry over \$626,000 in funding, which is composed of the following:
 - \$276k was for completing the development of the Gen3, Phase 2 Model and for, potentially, some optional enhancements to the Gen3 Model.
 - \$150k was for possible consultant assistance with re-estimation and re-calibration of the Gen2 Travel Model to a year represented by a recent household travel survey, such as 2018, which corresponds to the 2017-2018 Regional Travel Survey (RTS).
 - \$200k was for a potential data purchase or data collection to support the Gen3 Travel Model, or its successor.
3. Task 6 – Mobile Emissions Analysis & Climate Change Planning: Carry over \$81,000 in funding, which is to be used for consultant assistance with climate change planning.
4. Task 7 – Transportation Research and Data Programs: Carry over \$2,250,000 in funding budgeted for consultant services to support consultant services for conducting travel surveys, data collection, and transportation research activities during FY 2025.
5. Task 8 – Regional Land Use and Transportation Planning Coordination: Carry over \$100,000 in funding budgeted for consultant services to support consultant services during FY 2025.
6. Task 11 – Technical Assistance: The Regional Public Transportation Technical Assistance budget will carry over \$125,000 into the FY 2025 Regional Public Transportation Technical Assistance Program to support the Transit Within Reach technical assistance grant program.

UNIFIED PLANNING WORK PROGRAM

FY 2025

Unified Planning Work Program (UPWP) for Transportation Planning for the Washington Metropolitan Region for FY 2025

DRAFT - March 2024

DRAFT



DRAFT - UNIFIED PLANNING WORK PROGRAM (UPWP): FY 2025

The preparation of this program document was financially aided through grants from the District Department of Transportation, Maryland Department of Transportation, Virginia Department of Transportation, and the U.S. Department of Transportation.

ABOUT THE TPB

The National Capital Region Transportation Planning Board (TPB) is the federally designated metropolitan planning organization (MPO) for metropolitan Washington. It is responsible for developing and carrying out a continuing, cooperative, and comprehensive transportation planning process in the metropolitan area. Members of the TPB include representatives of the transportation agencies of the states of Maryland and Virginia and the District of Columbia, 24 local governments, the Washington Metropolitan Area Transit Authority, the Maryland and Virginia General Assemblies, and nonvoting members from the Metropolitan Washington Airports Authority and federal agencies. The TPB is staffed by the Department of Transportation Planning at the Metropolitan Washington Council of Governments (COG).

ACCOMMODATIONS POLICY

Alternative formats of this document are available upon request. Visit www.mwcog.org/accommodations or call (202) 962-3300 or (202) 962-3213 (TDD).

TITLE VI NONDISCRIMINATION POLICY

The Metropolitan Washington Council of Governments (COG) operates its programs without regard to race, color, and national origin and fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations prohibiting discrimination in all programs and activities. For more information, to file a Title VI related complaint, or to obtain information in another language, visit <https://www.mwcog.org/documents/2021/05/27/title-vi-plan-to-ensure-nondiscrimination-in-all-programs-and-activities-cog-tpb/> or call (202) 962-3300.

El Consejo de Gobiernos del Área Metropolitana de Washington (COG) opera sus programas sin tener en cuenta la raza, el color, y el origen nacional y cumple con el Título VI de la Ley de Derechos Civiles de 1964 y los estatutos y reglamentos relacionados que prohíben la discriminación en todos los programas y actividades. Para más información, presentar una queja relacionada con el Título VI, u obtener información en otro idioma, visite <https://www.mwcog.org/documents/2021/05/27/title-vi-plan-to-ensure-nondiscrimination-in-all-programs-and-activities-cog-tpb/> o llame al (202) 962-3300.

Copyright © 2024 by the National Capital Region Transportation Planning Board.

TABLE OF CONTENTS

FIGURES AND TABLES	IV
I. INTRODUCTION	1
Purpose	1
Planning Requirements	1
Federal Requirements for Performance-Based Planning and Programming	3
Regional Planning Goals	4
Responsibilities for Transportation Planning	5
FY 2024 Accomplishments	15
FY 2025 Regional Planning Priorities	20
Federal Metropolitan Planning Provisions	31
II. PROPOSED FY 2025 TPB WORK PROGRAM AND BUDGET	33
Program Structure	33
Work Activity Budgets	36
III. MAJOR WORK ACTIVITIES	43
1. Long-Range Transportation Planning	43
2. Transportation Improvement Program	47
3. Planning Elements	49
4. Public Participation	57
5. Travel Forecasting	59
6. Mobile Emissions and Climate Change Planning	63
7. Transportation Research and Data Programs	67
8. Regional Land Use and Transportation Planning Coordination	71
9. Mobility and Enhancement Programs	75
10. TPB Management and Support	77
11. Technical Assistance	79
Continuous Airport System Planning Program	87
IV. PROPOSED FY 2025 STATE TRANSPORTATION AGENCY STATE PLANNING AND RESEARCH PROGRAMS (SPR)	89
District of Columbia Department of Transportation (DDOT)	91
Maryland Department of Transportation State Highway Administration (MDOT SHA)	93
Virginia Department of Transportation (VDOT)	96
V. APPENDIX	99
Additional Tables	99
Memoranda of Understanding	99

FIGURES AND TABLES

Figure 1: Jurisdictions and Organizations Represented on the TPB and its Technical Committees and Subcommittees 8

Figure 2: Membership of the National Capital Region Transportation Planning Board 9

Figure 3: Transportation Planning and Programming Responsibilities 10

Figure 4: Transportation Planning Studies within the National Capital Region, 2023 11

Figure 5: Selected FY 2024 UPWP Work Activities and Planning Policy Focus Areas 29

Table 1: Revenue - FY 2024 TPB Proposed Funding by Federal, State, and Local Sources (July 1, 2022 to June 30, 2023) 37

Table 2: FY 2024 UPWP Expenditures 38

Table 3: TPB FY 2024 Work Program by Funding Sources 39

Figure 6: Major Components of UPWP Work Activities 40

Figure 7: TPB Committee Structure 41

Figure 8: Overview of Planning Products and Supporting Processes 42

I. INTRODUCTION

Purpose

The National Capital Region Transportation Planning Board (TPB) is responsible for the federally required metropolitan transportation planning process, serves as a forum for regional coordination, and provides technical resources for decision-making. This work program presents the work activities that support the TPB's responsibilities.

The FY 2025 Unified Planning Work Program (UPWP) for Transportation Planning for the Washington Metropolitan Region incorporates, in one document, all federally assisted state, regional, and local transportation planning activities proposed to be undertaken in the region from July 1, 2024 through June 30, 2025. The UPWP provides a mechanism to coordinate transportation planning activities conducted by the TPB. It is required as a basis and condition for all federal funding assistance for transportation planning by the joint planning regulations of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). The Metropolitan Washington Council of Governments (COG) serves as the administrative agent for the TPB. The TPB is staffed by COG's Department of Transportation Planning. COG provides the administrative functions necessary to meet federal fiduciary and other regulatory requirements to receive FHWA and FTA funds.

This work program describes all transportation planning activities utilizing federal funding, including FHWA metropolitan planning funds (PL Funds) and FTA Section 5303 metropolitan planning funds. The Federal Aviation Administration (FAA) Continuous Airport System Planning (CASP) program is a separate grant and is included for informational purposes as the TPB is responsible for implementing the grant. The UPWP identifies state and local matching dollars for these federal planning programs, as well as other closely related planning projects utilizing state and local funds.

Planning Requirements

The planning activities outlined in this work program respond to a variety of regulatory requirements. On May 27, 2016, the FHWA and FTA jointly published a final rule on **Statewide and Nonmetropolitan Transportation Planning; Metropolitan Transportation Planning**. The planning rule updates federal surface transportation regulations with changes adopted in the Moving Ahead for Progress in the 21st Century Act (MAP-21), the Fixing America's Surface Transportation (FAST) Act, and the Bipartisan Infrastructure Law (BIL)/Infrastructure Investment and Jobs Act (IIJA) passed in November 2021.

MAP-21 introduced and the FAST Act continues implementing performance management requirements through which states and metropolitan planning organizations (MPOs) will "transition to a performance-driven, outcome-based program that provides for a greater level of transparency and accountability, improved project decision-making, and more efficient investment of federal transportation funds." In addition, MAP-21, the FAST Act and the IIJA included modest modifications to the planning process, policy board composition, participants in the process, and contents of the metropolitan long-range transportation plan. This work program complies with the requirements regarding metropolitan planning.

On June 15, 2022, the TPB approved the 2022 Update to Visualize 2045, the long-range transportation plan for the National Capital Region, and the FY 2023-2026 Transportation Improvement Program (TIP). On August 25, 2022, FHWA and FTA found that Visualize 2045 and the FY 2023-2026 TIP conform to the region's State Implementation Plans (SIPs) for complying with the federal Clean Air Act.

On June 15, 2022, the TPB, the District of Columbia Department of Transportation (DDOT), the Maryland Department of Transportation (MDOT), and the Virginia Department of Transportation (VDOT) self-certified that the metropolitan transportation planning process being conducted by the TPB is addressing the major issues in the metropolitan planning area and is being carried out in accordance with all applicable federal metropolitan planning requirements as described under 23 CFR 450.336. The Self-Certification Statement is signed by the three state DOTs and the TPB.

In June 2023, FHWA and FTA jointly certified that the TPB's planning process complies with metropolitan planning regulations and issued a certification report. On March 8 and 9, 2023, FHWA and FTA conducted a certification review of the metropolitan planning process in the Washington, DC-VA-MD Transportation Management Area (TMA) which is the responsibility of the TPB and the Fredericksburg Area Metropolitan Planning Organization (FAMPO). Improvement and enhancements identified in the report will continue to be integrated into the TPB's ongoing planning process.

The TPB will continue its rich tradition of coordinating with neighboring MPOs and with those MPOs with which it shares DOTs. The TPB will not only continue to coordinate but will look to enhance all its coordination opportunities. TPB is involved in the statewide MPO planning efforts in both Maryland and Virginia. The TPB participates in the Maryland MPO Roundtable meetings, which occur 4 times a year. The TPB is an active participant and a voting member of the Virginia Association of Metropolitan Planning Organizations (VAMPO). A TPB staff member served as the VAMPO Vice Chair in FY 2024.

THE CLEAN AIR ACT

The Clean Air Act Amendments (CAAA) of 1990 require that the transportation actions and projects in the Long-Range Transportation Plan (LRTP) and Transportation Improvement Program (TIP) support the attainment and/or maintenance of federal health standards for those criteria pollutants for which the region is designated as non-attainment or maintenance.¹ The LRTP and TIP must meet specific requirements as specified by the Environmental Protection Agency (EPA) regulations first issued on November 24, 1993, and amended several times, most recently in April 2012,² regarding criteria and procedures for determining air quality conformity of transportation plans, programs, and projects funded or approved by FHWA and FTA. These conformity requirements are also addressed in this document.

¹ Office of Air and Radiation (OAR) of the U.S. Environmental Protection Agency (EPA), "1990 Clean Air Act Amendment Summary: Title I," Clean Air Act Overview, August 31, 2015, <https://www.epa.gov/clean-air-act-overview/1990-clean-air-act-amendment-summary-title-i>.

² "Transportation Conformity Regulations as of April 2012" (U.S. Environmental Protection Agency, April 2012), https://www.fhwa.dot.gov/environment/air_quality/conformity/laws_and_regs/rule.cfm.

TITLE VI AND ENVIRONMENTAL JUSTICE: ENSURING NON-DISCRIMINATION

It has been the long-standing policy of both COG and TPB to actively ensure nondiscrimination 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 be subjected to discrimination under any program or activity receiving federal financial assistance.” Executive Order 12898, issued February 11, 1994, requires that the TPB identify and address, as appropriate, disproportionately high or adverse effects of its programs, policies, and activities on minority populations and low-income populations. While COG, as the TPB’s administrative agent, has the primary responsibility for meeting Title VI requirements, ensuring non-discrimination is an underlying tenet that permeates this work program. The TPB has a two-pronged approach to ensuring nondiscrimination: 1) analysis of the long-range transportation plan for disproportionately high and adverse impacts, and 2) engaging traditionally transportation-disadvantaged populations in the planning process. The specific tasks related to Title VI analysis is under Activity 1: Long-Range Transportation Planning. Engaging transportation disadvantaged-populations, primarily through the Access for All Advisory Committee, is found in Activity 4: Public Participation. COG’s Title VI Plan and Title VI Program (including the Language Assistance Plan), the Title VI notice to the public, and complaint procedures can be found at <https://www.mwcog.org/documents/titlevi/>.

After USDOT review on June 24, 2021, COG’s Title VI program meets the necessary requirements. The next triennial Title VI program update is due to FTA on June 1, 2024. On September 9, 2021, DDOT issued a determination that the COG Title VI Program satisfies DDOT’s Title VI program requirements. VDOT also conducted a Title VI review in 2021.

Federal Requirements for Performance-Based Planning and Programming

MAP-21 and the FAST Act call for metropolitan planning organizations, public transportation providers and states **to establish and use a performance-based approach to transportation decision making**. USDOT has established performance measures related to seven goal areas for the federal-aid highway system. The goal areas include safety, infrastructure, congestion reduction, system reliability, freight movement and economic vitality, environmental sustainability, and reduced project delivery delays. Additional goal areas for public transportation address transit safety and transit asset management.

FHWA and FTA have completed the issuance of final rulemakings for the performance measures, with deadlines set for target setting and periodic updates. TPB has been and will continue to work with the states and public transportation providers to collect data, make forecasts for performance, and update performance targets in support of those measures; and the TPB subsequently has up to 180 days to update performance targets as required, coordinated with those of the states and public transportation providers. The metropolitan transportation plan and the Transportation Improvement Program (TIP) are required to include a description of the performance measures and targets used in assessing the performance of the transportation system. The metropolitan transportation plan is required to include a system performance report evaluating the condition and performance of the transportation system with respect to the established targets. The TIP is also required to include a description of the anticipated effect of the TIP toward achieving the performance targets set in the plan. The approved plan and TIP are compliant with these requirements.

Regional Planning Goals

In 1998, the TPB adopted the TPB Vision, which outlines a set of policy goals that have since served to guide the TPB's planning work program:

- The Washington metropolitan region's transportation system will provide reasonable access at reasonable cost to everyone in the region.
- The Washington metropolitan region will develop, implement, and maintain an interconnected transportation system that enhances quality of life and promotes a strong and growing economy throughout the entire region, including a healthy regional core and dynamic regional activity centers with a mix of jobs, housing, services, and recreation in a walkable environment.
- The Washington metropolitan region's transportation system will give priority to management, performance, maintenance, and safety of all modes and facilities.
- The Washington metropolitan region will use the best available technology to maximize system effectiveness.
- The Washington metropolitan region will plan and develop a transportation system that enhances and protects the region's natural environmental quality, cultural and historic resources, and communities.
- The Washington metropolitan region will achieve better inter-jurisdictional coordination of transportation and land use planning.
- The Washington metropolitan region will achieve enhanced funding mechanisms for regional and local transportation system priorities that cannot be implemented with current and forecasted federal, state, and local funding.
- The Washington metropolitan region will support options for international and inter-regional travel and commerce.

These goals are broad in scope, and together with the strategies and objectives that are also outlined in the TPB Vision, provide a framework for setting out core principles for regional transportation planning. TPB Vision's policy goals encompass the ten planning factors required under the planning process of MAP-21 and are considered when developing the metropolitan transportation plan. Each planning factor is included in one or more of the TPB Vision goals, objectives, and strategies, except for security, which is implicitly addressed in the TPB Vision.

On January 15, 2014, after a three-year process, the TPB approved the Regional Transportation Priorities Plan (RTPP) for the National Capital Region. The Priorities Plan developed a comprehensive set of regional transportation goals and challenges, and then identified three regional priorities that local, state, and regional agencies should consider when developing projects for inclusion in the LRTP. The Priorities Plan will influence future policy actions, funding strategies, and potential projects considered for incorporation into Visualize 2045.

In 2017, the TPB established the Long-Range Plan Task Force, who engaged in a sketch planning effort to identify initiatives that could help the region achieve these goals. At that time, TPB Members had decided that the previous long-range plan did not show satisfactory performance compared to current conditions, nor did it bring us close enough to reach these regional planning goals. In December 2017 and January 2018, the TPB endorsed seven aspirational initiatives recommended

by the Long-Range Plan Task Force which have potential to significantly improve the performance of the region's transportation system compared to current plans and programs. These seven aspirational initiatives are included in Visualize 2045, calling upon member jurisdictions and agencies to plan for and implement these initiatives that will help bring the region closer to reaching its goals.

As approved in Resolution R1-2021, the TPB and its staff commit to being guided by the following statement on equity, and the activities as carried out in the UPWP are intended to reflect this:

The TPB and its staff commit that our work together will be anti-racist and will advance equity including every debate we have, and every decision we make as the region's MPO; and the TPB affirms that equity, as a foundational principle, will be woven throughout TPB's analyses, operations, procurement, programs, and priorities to ensure a more prosperous, accessible, livable, sustainable, and equitable future for all residents; and we recognize past actions that have been exclusionary or had disparate negative impacts on people of color and marginalized communities, including institutionalized policies and practices that continue to have inequitable impacts today, and we commit to act to correct such inequities in all our programs and policies.

In October 2020, the TPB endorsed new, interim, non-sector specific GHG reduction goals and new climate resiliency goals. These include a 2030 interim, regional, non-sector specific GHG reduction goal of 50% below 2005 levels by 2030;³ Later, in June 2022, the TPB adopted Resolution R18-2022 adding greenhouse gas (GHG) reduction goals and strategies, specifically for the on-road transportation sector, as planning priorities in the development of the regional long-range transportation plans, to help support the region attain its multi-sectoral GHG reduction goals. In its June 2022 action, the TPB set the GHG reduction goals for the on-road transportation sector to be equivalent to the non-sector specific goals (e.g., 50% by 2030), even though the TPB's Climate Change Mitigation Study of 2021 showed that such ambitious goals for the transportation sector would be extremely challenging to attain.

TPB produced two summary documents to make it easy to understand the TPB's policies and all of the scenario work accomplished over the last 15 years. The TPB Synthesized Policy Framework can be found [here](#) and the TPB Summary of Scenario Findings can be found [here](#).

Responsibilities for Transportation Planning

The National Capital Region Transportation Planning Board (TPB) is the official metropolitan planning organization (MPO) for the National Capital Region and is responsible for conducting a continuing, cooperative, comprehensive (3-C) metropolitan transportation planning process. The TPB was designated as the region's MPO by the governors of Maryland and Virginia and the mayor of the District of Columbia.

³ "Resolution on the Metropolitan Washington Council of Governments' Regional Multi-Sector Interim Goals for Reducing Greenhouse Gases (TPB R8-2021)," Resolution (Washington, D.C.: National Capital Region Transportation Planning Board, October 21, 2020), <https://www.mwcog.org/events/2020/10/21/transportation-planning-board/>.

The TPB is composed of representatives from the 24 cities and counties, including the District of Columbia, that are members of the Metropolitan Washington Council of Governments (COG), the three state-level transportation agencies,⁴ the Washington Metropolitan Area Transit Authority (WMATA), the Metropolitan Washington Airports Authority (MWAA), four federal agencies, the General Assemblies of Maryland and Virginia, and private transportation service providers. When matters of importance are before the TPB, a special voting procedure may be invoked that weights the votes of local jurisdiction members according to population.

The TPB also serves as the transportation policy committee of COG. This relationship serves to ensure that transportation planning is integrated with comprehensive metropolitan planning and development and is responsive to the needs of the local governments in the area. Figure 1 lists the jurisdictions and organizations represented on the TPB and its technical committees and subcommittees. Figure 2 shows the geographic location of each of the local member jurisdictions and urbanized areas (UZA).

Policy coordination of regional highway, transit, bicycle, pedestrian, and intermodal planning is the responsibility of the TPB. This coordinated planning is supported by the three state departments of transportation (DOTs), FTA, FHWA, and the member governments of COG. The TPB coordinates, reviews, and approves work programs for all proposed federally assisted technical studies as part of the UPWP. The relationship among land use, environmental, and transportation planning for the area is established through the continuing, coordinated land-use, environmental, and transportation planning work programs of COG and TPB. Policy coordination of land use and transportation planning is the responsibility of COG, which formed the Region Forward Coalition in 2010 to foster collaboration in these areas, and the Transportation Planning Board. COG's regional land use cooperative forecasts are consistent with the adopted metropolitan transportation plan.

The chairman of the TPB and the state transportation directors are members of the Metropolitan Washington Air Quality Committee (MWAQC), which was formed under the authority of the governors of Maryland and Virginia and the mayor of the District of Columbia to recommend the region's air quality plans. These recommendations are forwarded to the governors and mayor for inclusion in the air quality State Implementation Plans (SIPs) they submit to EPA.

In metropolitan Washington, the roles and responsibilities involving the TPB, the three state DOTs, the local government transportation agencies, WMATA, and the local government public transportation operators for cooperatively carrying out regional transportation planning and programming have been established over several years. As required under planning regulations, the TPB, the state DOTs, and the public transportation operators have documented their transportation planning roles and responsibilities in an agreement that was executed by all parties in April 2018. To meet Performance-Based Planning and Programming provisions, the TPB and individual stakeholders have documented their roles in responsibilities in Letters of Agreement (LOAs) that respond to each required performance area: Highway Safety, Highway and Bridge Condition, and System Performance (Congestion, Freight, and CMAQ). The responsibilities for the primary planning and programming activities are indicated in Figure 3.

⁴ The District of Columbia Department of Transportation (DDOT), the Maryland Department of Transportation (MDOT), and the Virginia Department of Transportation (VDOT).

With regards to coordination with other MPOs near the TPB's planning area, there are two agreements in place that lay out responsibilities for planning, programming, and the air quality conformity analysis. Both agreements can be found in the Appendices. In Virginia, the TPB has an agreement with the Fredericksburg Area MPO (FAMPO) starting in 2004 in which FAMPO assumes responsibility for meeting the transportation management area (TMA) planning and programming requirements within the Washington, DC-VA-MD Urbanized Area portion of Stafford County and producing the required planning documents for the TPB's current planning cycle. This agreement was reviewed in 2012 by both FAMPO and TPB staff, and it was mutually agreed that no changes were necessary. On May 21, 2021 this agreement was updated and approved to reaffirm and validate the mutually agreed upon roles of each MPO and in consideration of the passage of multi-year federal surface transportation legislation to ensure that ongoing roles and responsibilities are consistent with regional, State and Federal expectations. In Maryland, the TPB formalized an agreement between the TPB, the Calvert-St. Mary's Metropolitan Planning Organization (C-SMMPO), and Calvert County, Maryland, regarding the conformity analysis of transportation plans, programs, and projects in Calvert County. Calvert County is in the Washington, DC-MD-VA 8-Hour Ozone Nonattainment area and is also a member of the new Southern Maryland MPO. The agreement between the three parties was signed in January 2016.

A list of transportation planning studies to be conducted within the National Capital Region can be found in Figure 4.

Figure 1: Jurisdictions and Organizations Represented on the TPB and its Technical Committees and Subcommittees

VIRGINIA

Arlington County
Fairfax County
Loudoun County
Prince William County
City of Alexandria
City of Fairfax
City of Falls Church
City of Manassas
City of Manassas Park
Northern Virginia Transportation Authority

Northern Virginia Regional Commission
Northern Virginia Transportation Commission
Virginia Department of Transportation
Virginia Department of Rail and Public
Transportation
Virginia Department of Aviation
Virginia General Assembly
Potomac and Rappahannock Transportation
Commission

MARYLAND

Charles County
Frederick County
Montgomery County
Prince George's County
City of Bowie
City of College Park
City of Frederick
City of Gaithersburg

City of Greenbelt
City of Rockville
City of Takoma Park
Maryland-National Capital Park and Planning
Commission
Maryland Department of Transportation
Maryland General Assembly

DISTRICT OF COLUMBIA

DC Council
DC Department of Transportation
DC Office of Planning

REGIONAL, FEDERAL, AND PRIVATE SECTOR

Washington Metropolitan Area Transit Authority
Private Transportation Service Providers
Metropolitan Washington Airports Authority
Federal Highway Administration
Federal Transit Administration
National Capital Planning Commission
National Park Service

Figure 2: Membership of the National Capital Region Transportation Planning Board



Figure 3: Transportation Planning and Programming Responsibilities

RESPONSIBILITY	AGENCIES
UPWP Development	TPB, DOTs, WMATA, Local Governments
Planning Certification	TPB, DOTs
Performance-Based Planning	TPB, DOTs, WMATA, Public Transportation Providers
Visualize 2045 Development	
Air Quality Conformity	TPB, FAMPO
Congestion Management Process	TPB, DOTs, Local Governments, FAMPO
Environmental Consultation	TPB, DOTs, Local Governments
Financial Element	TPB, DOTs, WMATA, Local Governments
Freight Element	TPB, DOTs, Local Governments
Participation Plan	TPB
Performance Based Planning and Programming	TPB, DOTs, WMATA, Public Transportation Providers
Plan Inputs/Update	DOTs, WMATA, Local Governments, NVTA, PRTC, FAMPO
Project Selection	TPB, DOTs, WMATA, Local Governments
Safety Element	TPB, DOTs, Local Governments
Transportation/Land-Use Planning	TPB, MDPC, Local Governments
TIP Development	
TIP Inputs	DOTs, WMATA, Local Governments, NVTA, PRTC
Air Quality Conformity	TPB, FAMPO
Financial Plan	TPB, DOTs, WMATA, Local Governments, NVTA, PRTC
Human Service Transportation Coordination Planning	TPB, WMATA, Human Service Agencies
Private Enterprise Participation	TPB, WMATA, Local Governments, NVTC, PRTC
Project Selection	TPB, DOTs, WMATA
Projects Federal Funding	TPB, DOTs, WMATA
Public Involvement Plan	TPB
State Implementation Plan	MWAQC, TPB, DOTs
Motor Vehicle Emissions Budget	WMATA, State Air Quality Agencies
Climate Change Mitigation	
CO2 Mobile Emissions Reduction	TPB, DOTs, WMATA, Local Governments
Corridor Studies	DOTs, WMATA, TPB
Travel Demand Forecasting	TPB
Travel Monitoring	TPB, DOTs, WMATA, Local Governments

Figure 4: Transportation Planning Studies within the National Capital Region, 2025

STUDY	PRIMARY AGENCIES	SCHEDULE	PRODUCTS
REGIONAL			
Blue/Orange/Silver Corridor Capacity & Reliability Study	WMATA	2023 (cont)	Study/LPA
Benefits of Transit Analysis update	WMATA	2023	Study
Station Capacity and Guaranteed Access Studies	WMATA	Ongoing	Studies
Rail Reliability Project Development	WMATA	Ongoing	Plans/Design
Metro Station Bus Amenities Project Development	WMATA	Ongoing	Plans/Design
Bus ROW Safety and Design Plan	WMATA	2023-2026	Study/Plan
Bus Network Redesign	WMATA	2023-2024	Plan
New Bus Operating Division Feasibility Study – Silver Spring	WMATA	2023-2024	Study
Bus Loop and Facility Analysis	WMATA	2023-2024	Study
Sustainability Action Plan	WMATA	2023	Plan
Resilience Program	WMATA	2023-2025	Plan/Strategy
Decarbonization Strategy	WMATA	Ongoing	Plan
Customer EV Charging Feasibility /Implementation Analysis	WMATA	2023-TBD	Study/Plan
Update Origin-Destination Land Use Ridership Model (OD-LURM)	WMATA	2023-2024	Model/Data tool
Station Mode-of-Access Targets	WMATA	2022-2023	Plan
TOD Strategic Plans	WMATA	2024-2025	Plan
Bus-Oriented Development Study	WMATA	2024-2025	Study
Academic Research Partnership applied analysis/studies	WMATA	2023-2024	Study
MARYLAND			

Figure 4: Transportation Planning Studies within the National Capital Region, 2025

STUDY	PRIMARY AGENCIES	SCHEDULE	PRODUCTS
US 15/US 40 Frederick Freeway Study	MDOT SHA	2023	CE
US 301 South Corridor Transportation Study (I-595/US 50 to Potomac River)	MDOT SHA, Charles County	On-hold	DEIS
US 301 Waldorf Study (TB to South of Waldorf)	MDOT/SHA, Charles County	On-hold	DEIS
TOD Planning for the Purple Line Project	UMD/MDOT MTA	2025	Study/Plan
Germantown MARC Station	MDOT MTA	2023	Study
MARC Brunswick Line Study Technical Report + Public Outreach	MDOT MTA	2023	Study
DISTRICT OF COLUMBIA			
New York Avenue Streetscape and Trail	DDOT	2023	Study/Design
K Street Transitway	DDOT	2023	Design
Arboretum Bridge to Maryland Ave Connector	DDOT	2024	Study/Design
Oxon Run Trail Phase 2	DDOT	2024	Study/Design
DC Circulator South Capitol Street Facility Improvement	DDOT	2023/2024	Design/Construction
DC Circulator Claybrick Road Facility	DDOT/DGS	2023/2024	Environmental/Design/Construction
Martin Luther King Jr.Avenue/Good Hope Road SE	DDOT	2023	Concept Development/Plan
Black Lives Matter Plaza Phase II	DDOT	2024	Study/Design
Tenleytown Multimodal	DDOT	2023	Concept Design
Suitland Parkway Trail	DDOT	2023	Study/Design

Figure 4: Transportation Planning Studies within the National Capital Region, 2025

STUDY	PRIMARY AGENCIES	SCHEDULE	PRODUCTS
Martin Luther King, Jr. Ave/Good Hope Road SE	DDOT	2023	Concept Planning
North Capitol Street Corridor Mobility and Safety Improvements	DDOT	2024	Design
I-295 Reconnecting Communities Feasibility Study	DDOT	2024	Study
Bladensburg Road Multimodal Safety and Access Study	DDOT	2023	Concept Development Study
Anacostia River Ped/Bike Connectivity at East Capitol Feasibility Study	DDOT	2023	Feasibility Study
Suitland Parkway Rehabilitation Project	DDOT	2023	Concept Engineering Study
VIRGINIA			
NoVA Bike and Pedestrian Planning Study	VDOT	2023	Study
Route 120 (Glebe Rd) from Route 244 (Columbia Pike) to N Piedmont St	VDOT	2023	Study
Route 606 (Old Ox Rd) from Route 267 (Dulles Greenway) Ramps to Route 28 (Sully Rd)	VDOT	2023	Study
Route 789 (Commerce St) from Franconia Rd to Backlick Rd	VDOT	2023	Study
Route 644 (Franconia Rd) from Backlick Rd to Commerce St/Loisdale Rd	VDOT	2023	Study
Dale Blvd from I-95 Ramps to Potomac Center Blvd/Neabsco Mills Rd	VDOT	2023	Study

FY 2024 Accomplishments

In FY 2024, the TPB completed the following activities (this list also contains anticipated completions as well since the document will be approved three months prior to the end of the fiscal year):

1. *FY 2024 UPWP: TPB approval March 15, 2023; USDOT approval June 1, 2022.*
2. *Kicked off the new plan updated called Visualize 2050, anticipated to be approved in June 2025.*
3. *Produced performance measures for inclusion in plan (Dec 2021- March 2022)*
4. *Maintained and updated Visualize2045.org and Visualize2050.org websites.*
5. *Project Infotrak platform upgrade completed.*
6. *Coordinated with the TPB, TPB Technical Committee and numerous TPB and COG subcommittees, as well as other stakeholders, on plan development and outreach*
7. *Selected 5310 projects for EM 6 according to TPB's Coordinated Human Service Transportation Plan*
8. *Integrated equity considerations for regional transportation planning into the content of plan.*
9. *Updated the Community Guide to Transportation Decision-making in the National Capital Region (formerly called the Citizen's Guide from 2008)*
10. *Evaluation of Analysis of Transportation Inequities in Disadvantaged Communities, throughout FY 2024*
11. *State of Public Transportation Report*
12. *Regional Freight Plan update adopted September 2023*
13. *Performance Based Planning and Programming*
 - a. *Highway Safety Targets set December 2023*
 - b. *Transit Safety Targets set December 2023*
14. *Workplan and scope of work for Regional Travel Survey, throughout FY 2024*
15. *Coordination for Regional Transit Onboard Survey Activities, throughout FY 2024*
16. *Interactive web mapping tool of high-capacity transit and Equity Emphasis Areas in the region, initiated October 2021 and maintained with ongoing enhancements throughout FY 2024.*
17. *Ground Access Travel Time Study, completed FY 2024*
18. *2023 Washington-Baltimore Regional Air Passenger Survey, field data collection complete in FY 2024*
19. *Completed Round 10 Cooperative Forecasts, including TAZ small area forecasts, FY 2023 and FY 2024*
20. *Updated Regional Activity Centers Map, throughout FY 2024*
21. *Travel Model Employment Adjustment Factors, June 2022*
22. *Updated National Capital Trail Network map, February 2024*
23. *Network development*
 - a. *Developed a base transit network, representing current/recent transit conditions, which is used as the starting point for all future-year transit networks.*
 - b. *Produced a series of forecast-year transportation networks used as inputs to the regional travel demand forecasting model. Developed transportation networks for both the production-use, trip-based travel model (Gen2) and the developmental, activity-based travel model (Gen3).*

- c. Continued to maintain and update COGTools, the software used by staff to edit and update transit networks used by the travel demand forecasting model.
 - d. Developed year-2022 jurisdictional weekday vehicle miles of travel (VMT) summaries (expected Mar. 2024).
 - e. Responded to numerous data requests concerning highway and transit networks.
24. Model development
- a. Planned for, coordinated, and conducted six meetings of the TPB Travel Forecasting Subcommittee (TFS)
 - b. Updated various model-related webpages on the COG website.
 - c. Continued to support and update COG's production-use regional travel demand forecasting model, the Gen2/Ver. 2.4 Travel Model, including developing an updated transmittal package.
 - d. Completed development of the TPB's next-generation travel demand model, an activity-based model (ABM), known as the Gen3 Travel Model. The developmental Gen3, Phase 1 Model was completed in FY 23. The developmental Gen3, Phase 2 Model was completed in FY 24 (expected Feb. 2024). The next step (late FY 24 and during FY 25) will be for COG/TPB staff to conduct usability testing of the developmental Gen3 Model to determine if it is ready for production use. Documentation includes
 - i. Gen3 Model Phase 2 Sensitivity Testing Results
 - ii. Gen3 Model Calibration and Validation Report
 - iii. Gen3 Model User Guide
 - iv. Modeling Autonomous Vehicles (AVs) in the Gen3, Phase 2, Travel Model: A Scenario Analysis, Further Updated Findings (staff memo)
 - e. Participated in the regular weekly meetings of the ActivitySim consortium (14 public sector agencies), which is the group that manages updates to the ActivitySim software platform, which forms the basis for the demand model in the Gen3 Model and will be used in many travel models across the U.S., as well as abroad. This included reviewing Phase 9 development proposals from the three consulting firms that form the bench of consultants for this project.
 - f. Began planning for a multi-year effort to develop a regionally coordinated transit on-board survey, to ensure that the surveys provide information needed by both transit agencies and COG/TPB staff, who use the data to estimate, calibrate, and validate regional travel demand forecasting models. This will be a multi-year, continuing project. This project is managed by COG's Planning Data and Research Team, in coordination with COG's Travel Forecasting and Emissions Analysis Team.
 - g. Worked with COG's Information Technology (IT) staff to migrate modeling servers, mobile emissions modeling workstations, and modeling files from on premises devices to devices in the cloud.
 - h. Keeping abreast of developments in travel demand modeling. This included attending conferences such as the Association of Metropolitan Planning Organizations (AMPO) Annual Conference (Sep. 2023) and the Transportation Research Board (TRB) Annual Meeting (Jan. 2024).

- i. Responded and replied to about 40 model-related to technical data requests, which are typically submitted on the COG Data Request webpage.⁵
 - 25. Air Quality Conformity & Activities Associated with the LRTP
 - a. Air Quality Conformity (AQC) analysis of the 2025 LRTP, known as Visualize 2050
 - i. Developed schedule for modeling work associated with AQC analysis of Visualize 2050.
 - ii. Obtained motor vehicle registration data, also known as vehicle identification number (VIN) data from state air agencies.
 - iii. Decoded VIN data using VIN decoding software. Resultant data will be one of the inputs for the mobile emissions modeling done using the EPA's MOTO Vehicle Emission Simulator (MOVES) software.
 - iv. Began coding transportation networks that will be needed by the travel model, including Detailed Transit Assumptions memo (Oct. 2023). Note that network coding will be completed in FY 25. The travel model and MOVES model will be run in FY 25.
 - b. Kept abreast of federal requirements and legislation related to air quality conformity determinations and the EPA's MOVES software.
26. Mobile Emissions Analysis, including Climate Change Planning
 - a. Provided updates to the TPB Technical Committee and the TPB on new federal funding programs for reducing greenhouse gas emissions from the on-road transportation sector.
 - b. Conducted beta testing for the US DOT's Volpe National Transportation Systems Center of a Telework Tool for the Congestion Mitigation and Air Quality Improvement Program (CMAQ) Emissions Calculator Toolkit.
 - c. Helped prepare staff responses to public comment on the 2023 Revision of the 2008 Ozone Maintenance Plan (Appendix F).
 - d. Developed and submitted comment letter: Metropolitan Washington Air Quality Committee (MWAQC), Climate Energy and Environment Policy Committee (CEEPC), National Capital Region Transportation Planning Board (TPB). Letter to Ann E. Carlson and National Highway Traffic Safety Administration. "Support for the Proposed Rule to Establish Corporate Average Fuel Economy Standards for Passenger Cars and Light Trucks for Model Years 2027–2032 and Fuel Efficiency Standards for Heavy-Duty Pickup Trucks and Vans for Model Years 2030–2035; Docket ID No. NHTSA–2023–0022," September 27, 2023.
 - e. Conducted sensitivity tests of the two latest versions of EPA's MOVES mobile emissions modeling software: MOVES3 and MOVES4.
 - f. In support of the update to motor vehicle emissions budgets (MVEBs) related to the Maintenance Plan for the Washington DC-MD-VA 2008 Ozone National Ambient Air Quality Standards (NAAQS) Nonattainment Area, developed and documented inventories of on-road mobile emissions for volatile organic compounds (VOC) and nitrogen oxides (NOx) using EPA's MOVES3 model, in coordination with the Metropolitan Washington Air Quality Committee (MWAQC) and its subcommittees.

⁵ "Data Requests," Metropolitan Washington Council of Governments, Transportation, Modeling, November 16, 2022, <https://www.mwcog.org/transportation/data-and-tools/modeling/data-requests/>.

- g. Participated in activities related to the development of an Attainment/Maintenance State Implementation Plan (SIP) to address requirements of the 2015 ozone NAAQS, in coordination with MWAQC.
 - h. Participated in activities related to the recently established Carbon Reduction Program (CRP), designed to provide federal funding for the projects that reduce on-road greenhouse gas emissions (e.g., coordination with state DOTs).
 - i. Calculated emissions savings from 2023 Car Free Day.
 - j. Provided review for the following draft report: Cook, Srikanth. "A summary of the TPB and COG scenario study findings: Informing planning for the metropolitan Washington region," (Nov. 2022)
 - k. Kept abreast of developments regarding air quality regulations/guidance and climate change planning.
 - l. Began consultant-assisted study, "Implementation Considerations for On-Road Transportation Greenhouse Gas Reduction Strategies," which was a follow-up to the Climate Change Mitigation Study (CCMS) of 2021. The new study, expected to be completed in summer 2024, will examine seven GHG reduction strategies that the TPB deemed required further study, and will also examine any other GHG reduction strategies that were not part of the CCMS but which show merit.
 - m. In responses to the new federal rule, which requires state DOTs and MPOs to set declining GHG reduction goals for on-road transportation using the National Highway System,⁶ staff determined the best estimation method for the MPO context and developed the required reduction goals.
 - n. Participated in the FHWA Every Day Counts (EDC) Peer Sharing Session: Integrating GHG Assessment and Reduction Targets in Transportation Planning: Forecasting Emissions, Scenario Analysis, and Lifecycle and Infrastructure Emissions. COG staff presentation: "Climate Change Mitigation Planning in the National Capital Region: Adoption of Goals and Strategies to Reduce Greenhouse Gas Emissions from the On-Road Transportation Sector."
 - o. Regional Electric Vehicle Infrastructure Implementation (REVII) Strategy Project (consultant assisted project, expected Jun. 2024).
 - p. Responded and replied to about 15 air-quality-related to technical data requests.
27. Technical assistance to state DOTs and regional transit agencies as part of the UPWP Technical Assistance program.
28. Transportation Resilience Planning
- a. Convened working group of regional stakeholders to advise on Phase II Resiliency Study that meets quarterly.
 - b. Held first-ever National Capital Region Transportation Resilience forum, with over 60 participants.
 - c. Initiated work on the regional Transportation Resilience Improvement Plan (TRIP), anticipated completion June 2024.

⁶ "National Performance Management Measures; Assessing Performance of the National Highway System, Greenhouse Gas Emissions Measure," Rule, 88 Fed. Reg. 85394 (Washington, D.C.: U.S. Department of Transportation, Federal Highway Administration, December 7, 2023), <https://www.federalregister.gov/documents/2023/12/07/2023-26019/national-performance-management-measures-assessing-performance-of-the-national-highway-system>.

- d. *Completed a risk-based vulnerability assessment and interactive mapping tool that outlines transportation infrastructure in the region most at risk to the impacts of natural hazards.*

DRAFT

FY 2025 Regional Planning Priorities

In December 2021, USDOT issued planning emphasis areas for MPOs to consider in Unified Planning Work Programs. The eight areas are: 1) Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future; 2) Equity and Justice40 in Transportation Planning; 3) Complete Streets; 4) Public Involvement; 5) Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination; 6) Federal Land Management Agency (FLMA) Coordination; 7) Planning and Environment Linkages (PEL); and 8) Data in Transportation Planning. This section provides a summary of how the work activities in this UPWP address these USDOT priority areas. In addition, Figure 5 on page 26 provides a crosswalk of how UPWP activities and deliverables support the TPB's policy priorities

TACKLING THE CLIMATE CRISIS – TRANSITION TO A CLEAN ENERGY, RESILIENT FUTURE

In 2010, the TPB joined COG's action to set greenhouse gas (GHG) reduction targets to mitigate the impact of climate change. Over the last decade, the TPB completed three studies to evaluate strategies to address these targets, including the What Would It Take? analysis,⁷ the Multisector Working Group study,⁸ and the TPB Climate Change Mitigation Study (CCMS) of 2021.^{9 10} These three studies identified various types of projects, programs, and policies that have the potential to reduce GHG emissions from the on-road, transportation sector. In October 2020, the TPB endorsed new, interim, non-sector-specific GHG reduction goals and new climate resiliency goals. These include a 2030 interim, regional, non-sector specific GHG reduction goal of 50% below 2005 levels by 2030;¹¹ the region's climate resilience goals of becoming a Climate Ready Region and making significant progress to be a Climate Resilient Region by 2030; and the need to incorporate equity principles and expand education on climate change into CEEPC, COG and TPB members' actions to reach the climate mitigation and resiliency goals. This will require many changes, such as an increase in the share of the vehicle fleet that is zero emissions and a decrease in per-capita vehicle miles traveled (VMT) to effect an associated decrease in on-road vehicle emissions generated by vehicles using roads in the LRTP. Using various datasets, including periodic GHG emissions inventories developed by DEP staff and GHG inventories from the long-range transportation plan analysis, staff plan to continue to track progress toward meeting both the region's 2030 interim and the 2050 long-term (80% below 2005 levels) on-road transportation sector GHG reductions goals.

⁷ Monica Bansal and Erin Morrow, "What Would It Take? Transportation and Climate Change in the National Capital Region," Final Report (Washington, D.C.: National Capital Region Transportation Planning Board, Metropolitan Washington Council of Governments, May 18, 2010), <http://www.mwcog.org/uploads/pub-documents/qF5eXVw20110617114503.pdf>.

⁸ ICF International, "Multi-Sector Approach to Reducing Greenhouse Gas Emissions in the Metropolitan Washington Region," Final Technical Report (Metropolitan Washington Council of Governments, January 31, 2016), <https://www.mwcog.org/file.aspx?D=Uj%2fOvKporwCjlofmfR2gk7ay5EmBOb9a4Uhr7cKKQig%3d&A=ITSIgZNd01uWwMHJVzfUV1WIPhZ9IDhMGqWIEQSF9CM%3d>.

⁹ ICF, Fehr & Peers, and Gallop Corporation, "TPB Climate Change Mitigation Study of 2021: Scenario Analysis Findings," Final Report (National Capital Region Transportation Planning Board, Metropolitan Washington Council of Governments, January 7, 2022), <https://www.mwcog.org/tpb-climate-change-mitigation-study-of-2021/>.

¹⁰ ICF, Fehr & Peers, and Gallop Corporation, "TPB Climate Change Mitigation Study of 2021: Additional Transportation Scenarios Analysis: TPB Survey Identified Scenarios," Final Report (National Capital Region Transportation Planning Board, Metropolitan Washington Council of Governments, June 3, 2022), <https://www.mwcog.org/events/2022/5/18/tpb-climate-work-session/>.

¹¹ "Resolution on the Metropolitan Washington Council of Governments' Regional Multi-Sector Interim Goals for Reducing Greenhouse Gases (TPB R8-2021)," Resolution (Washington, D.C.: National Capital Region Transportation Planning Board, October 21, 2020), <https://www.mwcog.org/events/2020/10/21/transportation-planning-board/>.

In November 2021, the TPB published results of its TPB Resiliency Study, including a white paper on regional transportation planning for resiliency and an inventory of current TPB member resiliency planning activities. The TPB will use this information as it implements future planning activities for transportation resiliency. A new Task 3.10, Resiliency Planning, has been added to the UPWP, to focus and augment the TPB's climate and natural hazards resiliency planning activities. Also, on the topic of climate change planning, following up on the TPB Climate Change Mitigation Study (CCMS), the TPB set a series of GHG reduction targets specifically for the on-road transportation sector which are identical to the earlier non-sector sector-specific goals,¹² despite the findings from the CCMS that such large GHG reductions from the transportation sector would be very challenging to attain. In February 2022, the TPB members were surveyed about which GHG reduction strategies they could support.¹³ Based on this survey, seven GHG reduction strategies received majority or plurality support,¹⁴ and seven strategies were deemed not yet ready to be adopted by the TPB, thus requiring further study.¹⁵ In FY 2024, the TPB staff plans to work with COG's Department of Environmental Programs (DEP) to coordinate efforts to encourage implementation of those strategies that have TPB support and to further study those strategies identified.

EQUITY AND JUSTICE⁴⁰ IN TRANSPORTATION PLANNING

TPB Resolution R1-2021 established equity as a fundamental value and integral part of all transportation planning board's work activities. The TPB and its staff resolved to commit that our work together will be anti-racist and will advance equity including every debate we have, and every decision we make as the region's MPO; and the TPB affirms that equity, as a foundational principle, will be woven throughout TPB's analyses, operations, procurement, programs, and priorities to ensure a more prosperous, accessible, livable, sustainable, and equitable future for all residents; and we recognize past actions that have been exclusionary or had disparate negative impacts on people of color and marginalized communities, including institutionalized policies and practices that continue to have inequitable impacts today, and we commit to act to correct such inequities in all our programs and policies.

Examples of TPB's activities to improve equity related to transportation in the TPB region include:

- TPB staff have participated in equity discussions and training.
- Asking questions in surveys that inform regional planning on issues of equity.

¹² "Resolution on the Adoption of On-Road Transportation Greenhouse Gas Reduction Goals and Strategies (TPB R18-2022)," Resolution (Washington, D.C.: National Capital Region Transportation Planning Board, June 15, 2022), <https://www.mwcog.org/documents/2022/06/15/r18-2022-resolution-on-the-adoption-of-on-road-transportation-ghg-reduction-goals-and-strategies/>.

¹³ National Capital Region Transportation Planning Board, Climate Change Mitigation Goals and Strategies Questionnaire, interview by TPB staff, February 28, 2022, <https://www.mwcog.org/events/2022/2/4/tpb-technical-committee/>.

¹⁴ See, for example, slide 9 of Mark S. Moran, "Climate Change Mitigation: Recent Efforts by the Transportation Planning Board to Establish Transportation-Sector Greenhouse Gas Reduction Goals and Strategies"; OR slide 6 of Kanti Srikanth, "Climate Change Elements Under Consideration by TPB: Transportation-Sector Greenhouse Gas Reduction Goals and Strategies," <https://www.mwcog.org/events/2022/6/3/tpb-technical-committee/>.

¹⁵ See, for example, slide 10 of Moran, "Climate Change Mitigation: Recent Efforts by the Transportation Planning Board to Establish Transportation-Sector Greenhouse Gas Reduction Goals and Strategies"; OR slide 7 of Srikanth, "Climate Change Elements Under Consideration by TPB: Transportation-Sector Greenhouse Gas Reduction Goals and Strategies."

- Developing performance measures and other analysis that inform planning for a more equitable region.
- Incorporating equity considerations into TPB studies on climate mitigation and resilience, transit, and safety.
- The TPB's Bicycle and Pedestrian plan identifies improvements and policies to encourage more walking and biking.
- The Access for All Advisory Committee provides input to the TPB on projects, programs, and services that are important to low-income individuals, minority communities, and persons with disabilities. The TPB has identified connectivity gaps in accessing essential services for older adults, people with disabilities, and those with low incomes in its Coordinated Human Service Transportation Plan, adopted by the TPB in December 2018, and currently undergoing an update. These unmet transportation needs are used to develop priorities for FTA's Enhanced Mobility of Seniors and Individuals with Disabilities grant program. COG serves as the designated recipient for this program in the Washington DC-VA-MD Urbanized Area and the TPB solicits and selects the projects, which provide key access to essential services such as health care, education, employment, and recreation
- For the update to Visualize 2045, the TPB's long-range transportation plan:
 - TPB staff incorporated equity considerations throughout the plan, including amplifying equity discussions and perspectives throughout the chapters of Visualize 2045 as well as the voice of under-represented/historically disadvantaged groups in the Voices of the Region public outreach
 - TPB staff conducted focus groups to discuss equity issues in transportation.
 - In FY 2016, an expanded analysis of the long-range transportation plan identified potentially vulnerable populations. Areas containing such populations are called Equity Emphasis Areas. Like past plans, the federally required environmental justice (EJ) analysis will be conducted after approval of the plan. Staff updated the Equity Emphasis Areas (EEAs) using 2020 census data in 2022, when all new census data required for the analysis is available, and used it to conduct the EJ analysis for the updated plan.
 - Information was provided regarding as to which projects in the constrained element are in an EEA or connect an EEA to an Activity Center, as well as narrative descriptions provided by the project sponsors about equity considerations in planning for each project in the constrained element. Funding totals for this subset of plan projects will be documented in the plan.

COMPLETE STREETS AND SAFETY

TPB Resolution R3-2021, adopted in July of 2020, reaffirmed and codified the board's resolve to dramatically reduce the number of people killed and injured on the Region's roadways. Based on the findings of a regional roadway safety study commissioned by the TPB in 2019, the resolution urges TPB member jurisdictions and agencies to reaffirm road user safety as a top priority and to prioritize the implementation of projects, programs, and policies to reduce the number of fatal and serious injury crashes on the Region's roadways. The resolution also established and funded an ongoing Regional Roadway Safety Program at a level of \$250,000 per fiscal year to provide short-term

consultant services to member jurisdictions or agencies to assist with planning or preliminary engineering projects that address roadway safety issues; this program will enter its fifth year in FY 2025. The program was able to be expanded on a one-time basis in FY 2024 to \$550,000, enabling eight projects to be undertaken; opportunities will be explored for such program expansions in FY 2025 and beyond.

PUBLIC INVOLVEMENT

Task 4 “Public Participation” includes all public involvement activities: outreach activities to low-income, older adults, minorities, and persons with disabilities; and communication activities to support of the development of the long-range transportation plan, TIP, and all other TPB activities. Virtual Public Involvement (VPI) tools have played an integral role in how the TPB has been conducting public involvement over the past few years, and the TPB will continue to use them wherever possible.

Most recently updated in October of 2020, the TPB’s Participation Plan states the board’s commitment to transparent communications and engagement with the public and with relevant agencies to support the regional transportation planning process. This includes communications and engagement to inform developing the Long-Range Transportation Plan (LRTP) and the Transportation Improvement Program (TIP).

The plan articulates the TPB’s policy for public participation. It describes how members of the public can get involved and demonstrates how staff will work to meet and exceed federal requirements. Most importantly, this plan guides TPB staff interactions with the public so their public-facing work can: 1) reach as many people as inclusively as possible, and 2) collect meaningful input and build support to inform TPB plans and programs, and aid in decision making. The Participation Plan is required under federal laws and regulations pertaining to metropolitan planning. The plan builds on previous efforts designed to encourage participation in the TPB process and provide reasonable opportunities for residents and other interested agencies to be involved in the metropolitan transportation planning process.

As articulated in the Participation Plan, the TPB conducts an array of public engagement work. Some activities, such as the meetings of the Community Advisory Committee and Access for All Advisory Committee, occur on a recurring basis and are designed to provide regular and consistent feedback to the regional planning process. Other activities are intended to get input on specific, important TPB plans and actions. In 2020 and 2021, public engagement was particularly focused on the update of the region’s long-range plan Visualize 2045. These activities included a representative public opinion survey, a series of focus groups, and the solicitation of public comment on TPB priorities through QR code signs and posters. All the activities reflected the TPB’s prioritization of equity, by asking about the concerns of underserved communities and seeking to incorporate their voices and opinions into the TPB’s planning products.

STRATEGIC HIGHWAY NETWORK (STRAHNET)/U.S. DEPARTMENT OF DEFENSE (DOD) COORDINATION

The region’s Interstate highways and several key connecting links comprise the Strategic Highway Network in the TPB planning area, roadways that have long been of critical focus in the metropolitan

transportation plan. TPB will continue and strengthen our attention to the operations and reliability of these key roadways, in coordination with federal partners.

FEDERAL LAND MANAGEMENT AGENCY (FLMA) COORDINATION

Upon approval, the Eastern Federal Lands Highway Division (EFLHD) of the U.S. Federal Highway Administration transmits its four-year TIP to be included in the TPB's TIP. The lists of projects in the District of Columbia, suburban Maryland, and Northern Virginia are placed in the respective parts of Appendix A of the TIP along with the programming tables of the DOTs and other implementing agencies in those three jurisdictions. It is by this inclusion, that EFLHD's projects are included in the appropriate STIP which is submitted for federal approval.

TPB staff also participate in the DC Programming Decisions Committee (PDC) to score and rank applications for the DC Federal Lands Access Program (FLAP).

PLANNING AND ENVIRONMENT LINKAGES (PEL)

The TPB's environmental consultation and mitigation activities provide resources and opportunities for environmental and historic agencies at the state and local levels to engage in the regional long-range transportation planning process.

Through TPB and COG committees and the public participation process, the TPB conducts a consultation effort during the development of the transportation plan that engages, as appropriate, state and local agencies responsible for land-use management, natural resources, environmental protections, conservation, and historic preservation. The consultation process includes a comparison of the transportation plans with state conservation plans or maps and inventories of natural or historic resources.

The TPB also must include a discussion of possible mitigation activities that may have the greatest potential to restore and maintain environmental functions, (see Appendix G of Visualize 2045). The areas where mitigation efforts can be focused include neighborhoods and communities, cultural resources; wetlands and water resources; forested and other natural areas; endangered and threatened species; and air quality. State and local transportation agencies examine, document and implement any needed environmental mitigation actions at the individual project level.

A new interactive map provides a regional-level resource to inform the relationship between the transportation and environmental concerns. It is available online at:
<https://visualize2045.org/future-factor/climate-resiliency-and-environmental-health/>.

The map allows the public and decision makers to view the natural resource data layers along with the transportation projects expected to be built by 2045 from the financially constrained element of this plan. By defining and inventorying environmental resources and data, the interactive map can be used to inform state and local agencies and the public about the relationship between the projects in the constrained element and environmental concerns at the regional scale.

DATA IN TRANSPORTATION PLANNING

Data management activities are carried out under Task 7.2 (Data Management and Visualizations). This activity entails developing and supporting transportation data management procedures and systems and publishing findings from research through digital reporting and data visualization products. This includes hosting and managing data collected and compiled under this task as well as across numerous programs. It also entails developing visualizations of these data, such as dashboards and interactive maps, as part of research and analysis activities. TPB completed an evaluation of Big Data and its potential to support planning and analysis across multiple programs. As an outcome of this study, TPB intends to acquire Big Data products as an ongoing investment in emerging and important Big Data sources that have great potential to support cross-program regional transportation planning, understanding, and decision-making. The Data Management and Visualization task also supports the continued development and maintenance of the Regional Transportation Clearinghouse (RTDC), which serves as a one-stop portal for staff and regional partners to access important regional datasets. Over the years, staff has collected transportation data from various sources, primarily member jurisdictions, state agencies, and transit authorities. The data have been organized and presented in the RTDC in an open format to improve access and data sharing between TPB members and other users in the region. Examples of data include traffic counts, transit, land use forecasts, bicycle and pedestrian, demographic and socioeconomic, bridge, pavement, and related system performance data, aviation, and roads, highways, and networks.

PERFORMANCE-BASED PLANNING AND PROGRAMMING

An overview of performance-based planning and programming was provided earlier in this Introduction. Performance-based planning and programming is an articulated priority of the TPB as demonstrated in Activity 3: Performance-Based Planning and Programming in this UPWP. Ongoing processes have been established to address performance measures and targets in coordination with the three state DOTs, WMATA, and the local government public transportation operators in accordance with the federal planning regulations and performance management requirements for MPOs.

As included in the Metropolitan Planning Agreement (3C Agreement) approved by the Transportation Planning Board on April 18, 2018, in accordance with the latest federal metropolitan planning requirements as adopted in the FAST Act, the TPB's TIP includes a description of how the investments in the TIP make progress toward achievement of the targets in the Plan.

The TIP includes funding under the Highway Safety Improvement Program for priority HSIP projects as programmed by the three states. Examples of HSIP programmed projects include impact attenuators, guardrails, upgrading traffic signal devices, work zone safety reviews, and improved signs and markings. The three states have processes for inclusion of safety-related projects as identified in their Strategic Highway Safety Plans and other state plans and documents. Safety improvements are also included within projects funded with non-HSIP funds and through other state and federal sources, such as the Transportation Alternatives Program Block Grants, including Safe Routes to School grants, and CMAQ and maintenance projects, all of which will provide benefits that contribute to improved safety performance. Thus, the funding and the program of projects in the TIP will enable the TPB to achieve the region's safety performance targets.

The TIP includes funding from multiple FTA sources for projects that support Transit Asset Management. Examples of these projects include rural and urban capital assistance programs;

rolling stock acquisition, maintenance, and overhauls; bus fleet rehabilitation and replacement; track and rail yard maintenance and improvements; and maintenance of passenger facilities. Each of the three states and WMATA have adopted Transit Asset management plans which are included in their respective STIPs. Transit Asset Management category projects are also supported by non-FTA sources such as state and local funding, WMATA Insurance Proceeds, and flexible CMAQ and STP funding. The funding and the program of projects in the TIP will enable the TPB to achieve the region's transit asset management performance targets.

REGIONAL POLICY FRAMEWORK AND PRIORITIES

The TPB's LRTP seeks to respond to both federal requirements and its own adopted set of policy goals and priorities. To a large extent, federal and regional goals intersect. The TPB has worked continually to develop and adopt a set of consensus-based policy goals and priorities to inform local decision making on the types of projects, programs and policies it seeks for its LRTP and TIP. The Vision, adopted in 1998, is the overarching policy document that describes regional goals and objectives as well as strategies to achieve them. This vision informed the 2014 Regional Transportation Priorities Plan. The vision and goals focus on multimodal transportation solutions that give people greater choice in finding the travel mode that works best for them. It emphasizes the important role of land-use, especially strengthening the region's Activity Centers by providing high quality connections between centers and improving non-auto travel options within them. System maintenance is also paramount, recognizing that our existing roadways and transit systems must be in a state of good repair to be safe, efficient, and reliable.

In 2020, the TPB approved three resolutions renewing commitments to safety, equity, and climate change. The TPB's equity resolution affirms equity as a foundational principle that will be woven throughout TPB's analyses, operations, procurement, programs, and priorities. The safety resolution established that safety for all modes of transportation is a regional priority which will be monitored and analyzed through performance-based planning and programming with an emphasis on aspirational safety goals associated with Vision Zero and Towards Zero Deaths.

The TPB endorsed the region's new GHG reduction goals and new climate resiliency goals. These include a regional greenhouse gas emissions reduction goal of 50 percent below 2005 levels by 2030 and becoming a Climate Ready Region - making significant progress by 2030. The goals identified the need to incorporate equity principles and expand education on climate change into the TPB members' actions to reach the climate mitigation and resiliency goals.

In June 2022, the TPB also set its own goals when it adopted Resolution R18-2022 adding greenhouse gas (GHG) reduction goals and strategies, specifically for the on-road transportation sector, as planning priorities in the development of the regional long range transportation plans, to help support the region attain its multi-sectoral GHG reduction goals.

PROMOTE VISUALIZE 2045 ASPIRATIONAL INITIATIVES

In December 2017 and January 2018, the TPB endorsed seven Aspirational Initiatives recommended by the Long-Range Plan Task Force with the potential to significantly improve the performance of the region's transportation system. These seven Aspirational Initiatives are included in Visualize 2045 (2018) as the aspirational element, calling upon member jurisdictions and agencies to plan for and implement these initiatives that will help bring the region closer to reaching its goals. To support implementation of these initiatives, TPB staff have met with TPB member jurisdictions and transit agencies to discuss the projects, programs, and policies that the members

are advancing that align with the Aspirational Initiatives, and how TPB can support its members in doing so. TPB staff also worked on follow-up to TPB Resolution R10-2019 which directed staff to conduct activities related to the implementation of three of the Aspirational Initiatives:

- Improve walk and bike access to transit – Staff developed and refined a network analysis to identify walksheds around high-capacity transit stations. Staff have shared with various committees the online ‘walksheds analysis’ tool that can be used by anyone in the region. Staff is conducting outreach to technical staff at the local jurisdictions.
- Complete the National Capital Regional Trail Network – Staff implemented a work program for expanding the regional trail network to cover the entire TPB region, as a network.
- Provide more telecommuting and other options for commuting – Commuter Connections Program launched the IncenTrip app on August 28, 2020. Staff also conducted other activities related to Travel Demand Management (TDM).

COG staff (who are not explicitly TPB staff) worked on activities to address another of the seven initiatives— “Bring jobs and housing closer together.” The Housing Initiative has been underway to identify how to work together as a region to build 100,000 more housing units over the next decade in the region’s Activity Centers. Resolution R10-2019 also encouraged regional coordination activities, led by TPB partners, to promote implementation of the initiatives “Expand bus rapid transit (BRT) regionwide,” and “Expand the express highway network.” COG staff made recommendations to the COG board regarding three regional housing targets. In September, the COG Board voted unanimously to endorse the three housing targets.

Supporting the Initiative, Bring Jobs and Housing Closer Together, the COG issued a Certified Resolution R46-2021 - endorsing high-capacity transit station areas (HCTs) as a key planning concept and tool. The TPB endorsed these concepts also, supporting the COG resolution with TPB Resolution R4-2022.

The Visualize 2045 Voices of the Region survey, focus groups, and, the Aspiration to Implementation event each, in some way, provided data, insights, and information to promote or support planning for the concepts behind the Aspirational Initiatives. For example, the survey asked questions about public opinion regarding transportation enhancements such as the use of dedicated lanes for bus rapid transit. The Aspirations to Implementation event was designed to help the TPB better understand and communicate about how the concepts behind the endorsed initiatives impact the lives of people living in the region.

REGIONAL COORDINATION BEYOND TRADITIONAL BOUNDARIES

As a multi-state MPO, the TPB fully embraces the need for regional cooperation and coordination across state and agency boundaries. Each work activity in this UPWP reflects regional coordination between jurisdictions and agencies in Virginia, Maryland, and the District of Columbia, notably in developing performance measures and targets, the unfunded regional priority projects, MATOC, congestion management, safety, public transportation, and freight. The TPB coordinates with MPOs near its planning area, such as FAMPO, the Calvert-St. Mary’s Metropolitan Planning Organization (C SMMPO), and the Baltimore Regional Transportation Board (BRTB). With regards to air quality conformity analysis, transportation projects and land use forecasts from these other MPOs are reflected in the technical analysis. Formal agreements on the coordination and consultation processes for transportation planning exist with FAMPO and C SMMPO, as described above under “Responsibilities for Transportation Planning.”

The TPB is involved in the statewide MPO planning efforts in both Maryland and Virginia. The TPB participates in the Maryland MPO Roundtable meetings, which occur 4 times a year. The Commonwealth of Virginia General Assembly established the Virginia Association of Metropolitan Planning Organizations (VAMPO) effective July 1, 2009, through House Joint Resolution No. 756 to provide education, information and opportunities for cooperation among Virginia's Metropolitan Planning Organizations and among state, federal and community officials. The TPB is an active participant and a voting member of VAMPO. VAMPO's mission is "Moving Virginia forward by enhancing, promoting, and supporting the regional transportation planning process of the Commonwealth's MPOs." A TPB staff member currently serves as the Vice Chairman of VAMPO.

The TPB's Transportation/Land-Use Connections (TLC) program continues to improve the coordination between land use and transportation planning in the region. The Public Transportation Subcommittee plays a key role in fostering cooperation and coordination among the many public transit providers in the region. COG has been designated by the governors of Maryland and Virginia and the mayor of the District of Columbia to coordinate with the state DOTs in the development of an agency to oversee Metrorail safety, as required under MAP-21.

DRAFT

Figure 5: Selected FY 2025 UPWP Work Activities and Planning Policy Focus Areas¹⁶

No.	UPWP Work Activities	Accessibility / Connectivity	Environment (Air Quality / Climate Change)	Comprehensive Multimodal System	Emerging Mobility and Technology	Resiliency / Sustainability	Equity	Land Use	Mobility/ Reliability	Operational Efficiency	Safety
1	Transportation Land Use Connections Program (Task 9.4)	✓	✓	✓			✓	✓	✓		
2	Transportation Alternatives Set Aside Program (Task 9.3)	✓	✓	✓			✓	✓	✓		
3	Enhanced Mobility Grant Program (Task 9.1)	✓		✓			✓		✓		
4	Regional Roadway Safety Program (Task 9.2)				✓		✓		✓	✓	✓
5	Transit Within Reach Program (Task 11)	✓	✓	✓			✓	✓	✓		
6	Regional Air Quality Conformity Analysis (Task 6.1)		✓			✓	✓				
7	Visualize 2045 Plan Performance Measure Dashboard (Task 1.3)	✓	✓	✓		✓	✓	✓	✓		
8	Visualize 2050 development (Task 1.3)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
9	Resiliency - Coordination, TRIP, inland flooding analysis/mapping, subcommittee (Task 1.6)		✓			✓	✓				✓
11	State of Public Transportation Report (Task 3.7)	✓		✓	✓	✓	✓		✓	✓	✓
12	National Capital Trail Network Update (Task 3.6)	✓				✓	✓	✓	✓		✓
13	Coordinate implementation of Transportation-Sector Climate Change Mitigation Strategies (Task 6.2)		✓	✓		✓	✓	✓	✓	✓	

¹⁶ Excludes regular committee meetings that provide input and oversight of all the activities of the TPB.

No.	UPWP Work Activities	Accessibility / Connectivity	Environment (Air Quality / Climate Change)	Comprehensive Multimodal System	Emerging Mobility and Technology	Resiliency / Sustainability	Equity	Land Use	Mobility/ Reliability	Operational Efficiency	Safety
14	Travel Demand Forecasting: Production-Use & Developmental Models (Task 5.2)	✓	✓	✓		✓	✓	✓	✓		
15	Mobile Emissions Inventory and Planning (Task 6.2)		✓			✓	✓			✓	
16	Performance-Based Planning and Programming Analysis and Target Setting (Task 3.1) and Congestion Management Process (Task 3.2)		✓	✓	✓	✓			✓	✓	✓
17	Inventoring and Planning for Transit Electrification (Task 3.7)		✓	✓	✓	✓	✓		✓	✓	
18	Regional Intelligent Transportation Systems (ITS) Architecture (Task 3.3)			✓	✓				✓	✓	✓
19	Bicycle and Pedestrian Planning Professional Development/Best Practices Forums (Task 3.6)	✓		✓	✓	✓	✓				✓
20	Transit Private Providers Forum (Task 3.7)			✓					✓		
21	Travel Surveys and Travel Trends Analysis, Studies and Research, Data Management, and Visualizations (Tasks 7.1 and 7.2)	✓	✓	✓	✓	✓	✓	✓	✓	✓	✓
22	Coordination of land use and regional transportation planning, including Cooperative Forecasts (Task 8.1)	✓	✓	✓	✓	✓	✓	✓	✓		
23	Technical Assistance Program (Task 11)	✓		✓	✓		✓	✓	✓		✓

Federal Metropolitan Planning Provisions

The **Statewide and Nonmetropolitan Transportation Planning; Metropolitan Transportation Planning** Rule was issued on May 27, 2016. The planning rule updates federal surface transportation regulations with changes adopted in the MAP-21 and the FAST Act. For MPOs, such as the TPB, the most significant change is the performance-based planning and programming requirements which must be adopted by May 27, 2018 and included in all subsequent TIPs and long-range plans. This UPWP will provide for an ongoing review of the metropolitan planning provisions and USDOT guidance with consideration of what additional work activities may be called for. The TPB must respond to any guidance on how MPOs should implement the provisions. As new USDOT planning regulations or guidance are released, the UPWP will integrate such new work activities. The TPB will work with the state DOTs, public transit providers and other stakeholders to identify any specific changes or amendments that will be necessary to address them.

DRAFT

II. PROPOSED FY 2025 TPB WORK PROGRAM AND BUDGET

Program Structure

The TPB is responsible for the federally required metropolitan transportation planning process, serves as a forum for regional coordination, and provides technical resources for decision-making. This work program presents the work activities that support the TPB responsibilities. The tasks to be completed under each of the activities are described in the following sections. The staff of the COG Department of Transportation Planning will carry out these activities, with the assistance of staff in other COG departments, and supplementary consultant support.

The work program identifies the major work products to be developed, the linkages between them, and the TPB entity responsible for oversight of the products. The next several pages provide revenue and expenditure tables, and a series of figures which illustrate the relationship between and among the TPB work activities. The order of the tasks is deliberate with the federal regulatory requirements identified most prominently followed by the subsequent tasks providing support for elements of those requirements.

1. LONG-RANGE TRANSPORTATION PLANNING

The first major activity, **Long-Range Transportation Planning**, includes activities related to the development of Visualize 2050 (the latest version of the long-range transportation plan), activities to maintain federal compliance, and activities to implement policy board directed activities. The current plan, Visualize 2045, identifies all regionally significant transportation investments planned through 2045 and provides detailed analysis to help decision makers and the public “visualize” the region’s future under current plans. The 2022 Update to Visualize 2045 was approved in June 2022, and strategic implementation including a focus on the aspirational element continues. Visualize 2050, is scheduled to be completed in FY 2025 and this update will be the focus of the year’s activities.

2. TRANSPORTATION IMPROVEMENT PROGRAM

The second major activity, the **Transportation Improvement Program (TIP)**, provides support to update, amend, modify, and enhance the TPB’s TIP. In FY 2019, TPB procured a consultant to develop a new iTIP Database, called Project InfoTrak, which provides a complete upgrade and overhaul to the project database information system. In FY 2025, work continues to refine and enhance the long-range transportation plan, TIP project, and conformity record database, including a GIS database.

3. PLANNING ELEMENTS

The third major element, **Planning Elements**, considers the following aspects of metropolitan transportation planning, and their support of regional long-range transportation plan and program development, in conjunction with federal FAST, MAP-21, and IJA requirements:

- Performance-Based Planning and Programming (PBPP);
- Regional Congestion Management Process (CMP);
- Systems performance, operations, and technology (SPOT) planning;
- Transportation emergency preparedness planning;
- Transportation safety planning;
- Bicycle and pedestrian planning;
- Regional public transportation planning;
- Freight planning; and
- Planning support for the Metropolitan Area Transportation Operations Coordination (MATOC) Program.

A key objective is to provide opportunities for regional consideration, coordination, and collaborative enhancement of planning for each of these elements. Also included for all elements will be outreach to members, stakeholders, and subject matter experts, to gather information to advise future planning and committee activities.

4. PUBLIC PARTICIPATION

The fourth major activity, **Public Participation**, includes all public involvement activities: outreach activities to low-income, older adults, minorities, and persons with disabilities; and communication activities to support of the development of the long-range transportation plan, TIP, and all other TPB activities.

5. TRAVEL FORECASTING

The fifth major activity, **Travel Forecasting**, consists of developing, maintaining, supporting, and improving the TPB's travel demand forecasting methods. Methods can range from tactical models, such as the TPB's regional travel demand forecasting model, to strategic models, such as sketch and scenario planning models. This work activity includes preparing the inputs, such as transportation networks, for the regional travel demand model and also includes developmental work, both to improve the production-use travel model (trip-based, Gen2 Model) and also to prepare the developmental travel model (activity-based, Gen3 Model) for eventual use in production work.

6. MOBILE EMISSIONS AND CLIMATE CHANGE PLANNING

The sixth major activity, **Mobile Emissions and Climate Change Planning**, consists of maintaining and applying the adopted, production-use TPB travel demand model and the EPA Motor Vehicle Emissions Simulator (MOVES) model to forecast air pollution emitted by on-road motor vehicles. This activity includes the air quality conformity analysis of the LRTP and TIP, technical support for the LRTP (such as with performance analysis of the LRTP or the equity analysis), and technical work

supporting state environmental planning activities, such as climate change planning pertaining to the on-road transportation sector.

7. TRANSPORTATION RESEARCH AND DATA PROGRAMS

The seventh major activity, **Transportation Research and Data Programs**, provides empirical travel research, data, visualizations, and documentation on regional travel trends and behavior. This includes information from traffic counts, high occupancy vehicle (HOV) monitoring, regional travel surveys and other travel trend analysis activities. This activity includes data management, development of data visualizations, and GIS technical support for all planning activities across the department and maintaining the Regional Transportation Data Clearinghouse.

8. REGIONAL LAND USE AND TRANSPORTATION PLANNING COORDINATION

The eighth major activity, **Regional Land Use and Transportation Planning Coordination**, includes coordination of local, state, and federal planning activities, develops population, household, and employment forecasts that are used as input into the TPB travel demand forecasting model, and facilitates the integration of land use and transportation planning in the region.

9. COMPLETE STREETS MOBILITY AND ENHANCEMENT PROGRAMS

The TPB solicits and selects projects for four programs. The ninth major activity, **Complete Streets Mobility and Enhancement Programs**, captures the efforts involved in soliciting and selecting projects for the FTA “Section 5310: Enhanced Mobility of Seniors and Individuals with Disabilities” program, the Regional Roadway Safety Program (RRSP), the FHWA Transportation Alternatives Set-Aside Program (TAP), and the TPB’s Transportation Land-Use Connections Program (TLC).

10. TPB MANAGEMENT AND SUPPORT

The tenth major activity, **TPB Management and Support**, includes the staff and administrative management to provide support for the meetings of TPB, its committees and special work groups, and developing and administering the annual UPWP.

11. TECHNICAL ASSISTANCE PROGRAM

The eleventh major activity, **Technical Assistance Program**, responds to requests from state and local governments and transit operating agencies for applying TPB methods and data to support corridor, project, and sub-area transportation and land use studies related to regional transportation planning priorities.

CONTINUOUS AIRPORT SYSTEM PLANNING (CASP)

Finally, the **Continuous Airport System Planning (CASP)** Program conducts ground access planning studies and analyses for airport and airport-serving facilities in the region.

Work Activity Budgets

The funding level for the TPB's FY 2025 Basic Work Program is assumed to be approximately the same as the FY 2024 level, since the FY 2024 UPWP was the first UPWP to capture all of the additional funding from the IJJA. The proposed budget levels for the 11 activities by funding source, which include FTA and FHWA funds together with state and local match, are shown in Table 1 on the next page. The proposed expenditures for each of these 11 tasks are identified in Table 2. A detailed breakdown of staffing, consultant costs, and other budgetary requirements is provided in Table 3. The TPB committee structure is shown in Figure 6. The TPB committee or sub-committee responsible for the activities listed in Figure 7 are shown under the descriptions for each task in Section III. Figure 8 illustrates the relationship between and among the TPB work activities.

DRAFT

Table 1: Revenue - FY 2025 TPB Proposed Funding by Federal, State, and Local Sources
(July 1, 2024, to June 30, 2025)

	FTA SECT 5303	FHWA PL FUNDS	FHWA PL FUNDS	OTHER CASP & SPR	
	80% FED & 20% STATE/ LOCAL	80% FED & 20% STATE/ LOCAL	SAFE & ACCESSIBLE TRANSP. OPTIONS SET-ASIDE ¹	CASP 90% FAA & 10% LOCAL SPR 80% FHWA & 20% LOCAL	TOTALS
DDOT ALLOCATIONS					
NEW FY 2025	\$887,121	\$2,968,903	\$76,126		\$3,932,150
PRIOR UNEXPENDED	\$171,719	\$957,288	\$0		\$1,129,007
CARRYOVER FY 2024	\$144,494	\$559,963	\$0		\$704,457
SUBTOTAL - DC	\$1,203,334	\$4,486,154	\$76,126		\$5,765,614
MDOT ALLOCATIONS					
NEW FY 2025	\$2,011,313	\$5,372,809	\$137,764		\$7,521,886
PRIOR UNEXPENDED	\$411,163	\$1,060,952	\$0		\$1,472,115
CARRYOVER FY 2024	\$430,328	\$1,033,629	\$0		\$1,463,957
SUBTOTAL - MD	\$2,852,804	\$7,467,389	\$137,764		\$10,457,958
VDRPT & VDOT ALLOCATIONS					
NEW FY 2025	\$2,051,444	\$4,468,922	\$114,588		\$6,634,954
PRIOR UNEXPENDED	\$336,126	\$784,230	\$0		\$1,120,356
CARRYOVER FY 2024	\$438,914	\$1,074,672	\$0		\$1,513,587
SUBTOTAL - VA	\$2,826,484	\$6,327,825	\$114,588		\$9,268,897
TOTAL FHWA/FTA FUNDING ALLOCATIONS					
NEW FY 2025	\$4,949,878	\$12,810,634	\$328,478		\$18,088,990
PRIOR UNEXPENDED	\$919,008	\$2,802,470	\$0		\$3,721,478
CARRYOVER FY 2024	\$1,013,736	\$2,668,264	\$0		\$3,682,000
SUB-TOTAL - FHWA-FTA	\$6,882,622	\$18,281,368	\$328,478		\$25,492,468
TOTAL BASIC UPWP	\$6,882,622	\$18,281,368	\$328,478		\$25,492,468
FAA - CASP PROGRAM				\$320,100	\$320,100
State Planning & Research (SPR)				\$248,000	\$248,000
GRAND TOTAL UPWP	\$6,882,622	\$18,281,368		\$568,100	\$26,060,568

1. The November 15, 2021 Infrastructure Investment and Jobs Act (a.k.a. Bipartisan Infrastructure Law) requires each MPO to use at least 2.5% of its PL funds (under 23 U.S.C. 505) on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities.
2. "New FY2025" funding amounts are at the levels in the federal Infrastructure Investment Jobs Act (IIJA) and updates to the MPO funding distribution formula finalized by the DOTs in consultation with MPO staffs.
3. "Prior Unexpended" funding amounts are from FY 2023 UPWP and are yet to be confirmed by funding agencies and may change.
4. "Carryover FY2024 funds" are funds budgeted for Core and Technical Assistance work program activities in FY 2024 UPWP, that are not anticipated to be spent in FY 2024. As such, these funds will be carried over from FY 2024 to be used to perform Core program and Tech. Assistance activities in FY 2025.

Table 2: FY 2025 UPWP Expenditures

WORK ACTIVITY	FY 2025 TOTAL COST ESTIMATE
CORE PROGRAMS	
1. Long-Range Transportation Planning	\$1,136,668
2. Transportation Improvement Program	\$583,710
3. Planning Elements	\$3,905,138
4. Public Participation	\$753,904
5. Travel Forecasting	\$3,442,357
6. Mobile Emissions Planning	\$2,922,011
7. Transportation Research and Data Programs	\$5,344,964
8. Regional Land Use and Transportation Planning Coordination	\$1,211,231
9. Complete Streets Mobility and Enhancement Programs (M, TLC, TAP, RSP)	\$1,135,269
10. TPB Management and Support	\$1,707,259
Sub-total: Core Program	\$22,142,512
11. TECHNICAL ASSISTANCE	
A. District of Columbia	\$330,930
B. Maryland	\$707,967
C. Virginia	\$664,437
D. Regional Transit Technical Assistance	\$512,177
Sub-total: Technical Assistance Program	\$2,215,511
Total - Basic UPWP	
	\$24,358,023
AIR SYSTEMS PLANNING	
1. Continuous Airport System Planning (CASP) ¹	\$675,000
2. State Planning & Research (SPR) ²	\$248,000
Sub-total: CASP and SPR	\$923,000
GRAND TOTAL UPWP	
	\$25,281,023
<ol style="list-style-type: none"> 1. Work activities are based on anticipated FAA grants to conduct airport ground access planning as part of CASP program. 2. SPR program activities are funded through a separate grant from the District of Columbia's Department of Transportation to assist in DDOT's HPMS program. 	

Table 3: TPB FY 2025 Work Program by Funding Sources

UPWP - Work Activity	COG Labor Cost		Total COG Staff	COG Labor Fringe Cost	Supplemental Labor		Total Labor & Fringe Cost	Total Indirect Cost	Direct Costs (Implementation)			Total Prgrm. (Implmntn.) Direct Cost	Grand Total Cost
	DTP Staff	Other Staff			Interns	Temps			Computers, Data	Studies Programs	Other Costs		
CORE PROGRAMS													
1. Long-Range Transportation Planning	\$442,513	\$0	\$442,513	\$101,159	\$0	\$0	\$543,672	\$331,096	\$5,000	\$250,000	\$6,900	\$261,900	\$1,136,668
2. Transportation Improvement Program	\$178,423	\$0	\$178,423	\$40,788	\$0	\$0	\$219,211	\$133,499	\$230,000	\$0	\$1,000	\$231,000	\$583,710
3. Planning Elements	\$1,256,477	\$60,989	\$1,317,465	\$301,173	\$0	\$0	\$1,618,638	\$985,751	\$8,750	\$1,250,000	\$42,000	\$1,300,750	\$3,905,138
4. Public Participation	\$317,128	\$0	\$317,128	\$72,495	\$0	\$0	\$389,623	\$237,280	\$2,000	\$25,000	\$100,000	\$127,000	\$753,904
5. Travel Forecasting	\$1,142,421	\$0	\$1,142,421	\$261,157	\$0	\$0	\$1,403,578	\$854,779	\$480,000	\$582,000	\$122,000	\$1,184,000	\$3,442,357
6. Mobile Emissions Planning	\$1,157,440	\$103,683	\$1,261,124	\$288,293	\$0	\$0	\$1,549,417	\$943,595	\$90,000	\$230,000	\$109,000	\$429,000	\$2,922,011
7. Transportation Research and Data Progr	\$918,124	\$0	\$918,124	\$209,883	\$0	\$0	\$1,128,007	\$686,957	\$980,000	\$2,500,000	\$50,000	\$3,530,000	\$5,344,964
8. Regional Land Use and Transportation Planning Coordination	\$212,770	\$273,482	\$486,252	\$111,111	\$0	\$0	\$597,409	\$363,822	\$75,000	\$100,000	\$75,000	\$250,000	\$1,211,231
9. Complete Streets Mobility & Enhancement Programs	\$231,149	\$0	\$231,149	\$52,841	\$82	\$0	\$332,672	\$202,597	\$1,000	\$597,500	\$1,500	\$600,000	\$1,135,269
10. TPB Support and Management	\$510,687	\$0	\$510,687	\$6,743	\$0	\$0	\$652,430	\$397,330	\$2,500	\$400,000	\$255,000	\$657,500	\$1,707,259
UPWP Core Program Total	\$6,367,132	\$438,154	\$6,805,286	\$1,561,801	\$73,682	\$0	\$8,434,657	\$5,136,706	\$1,874,250	\$5,934,500	\$762,400	\$8,571,150	\$22,142,512
TECHNICAL ASSISTANCE PROGRAM													
A. District of Columbia	\$6,685	\$0	\$6,685	\$1,528	\$0	\$0	\$8,213	\$5,002	\$0	\$0	\$317,715	\$317,715	\$330,930
B. Maryland	\$6,685	\$0	\$6,685	\$1,528	\$0	\$0	\$8,213	\$5,002	\$0	\$0	\$694,751	\$694,751	\$707,967
C. Virginia	\$6,685	\$0	\$6,685	\$1,528	\$0	\$0	\$8,213	\$5,002	\$0	\$0	\$651,222	\$651,222	\$664,437
D. Public Transportation	\$6,685	\$0	\$6,685	\$1,528	\$0	\$0	\$8,213	\$5,002	\$0	\$215,000	\$283,962	\$498,962	\$512,177
Technical Assistance Program Total	\$26,740	\$0	\$26,740	\$6,113	\$0	\$0	\$32,853	\$20,008	\$0	\$215,000	\$1,947,650	\$2,162,650	\$2,215,511
Total Basic Program	\$6,393,872	\$438,154	\$6,832,026	\$1,561,801	\$73,682	\$0	\$8,467,510	\$5,156,713	\$1,874,250	\$6,149,500	\$2,710,050	\$10,733,800	\$24,358,023
OTHER PROGRAMS													
Continuous Air Systems Planning	\$146,556	\$0	\$146,556	\$33,503	\$0	\$0	\$180,059	\$109,656	\$0	\$210,000	\$175,286	\$385,286	\$675,000
State Planning & Research Program (DC)	\$87,057	\$0	\$87,057	\$19,901	\$0	\$0	\$106,958	\$65,137	\$0	\$75,905	\$0	\$75,905	\$248,000
GRAND TOTAL	\$6,627,485	\$438,154	\$7,065,639	\$1,615,205	\$73,682	\$0	\$8,754,526	\$5,331,506	\$1,874,250	\$6,435,405	\$2,885,336	\$11,194,991	\$25,281,023

Figure 6: Major Components of UPWP Work Activities

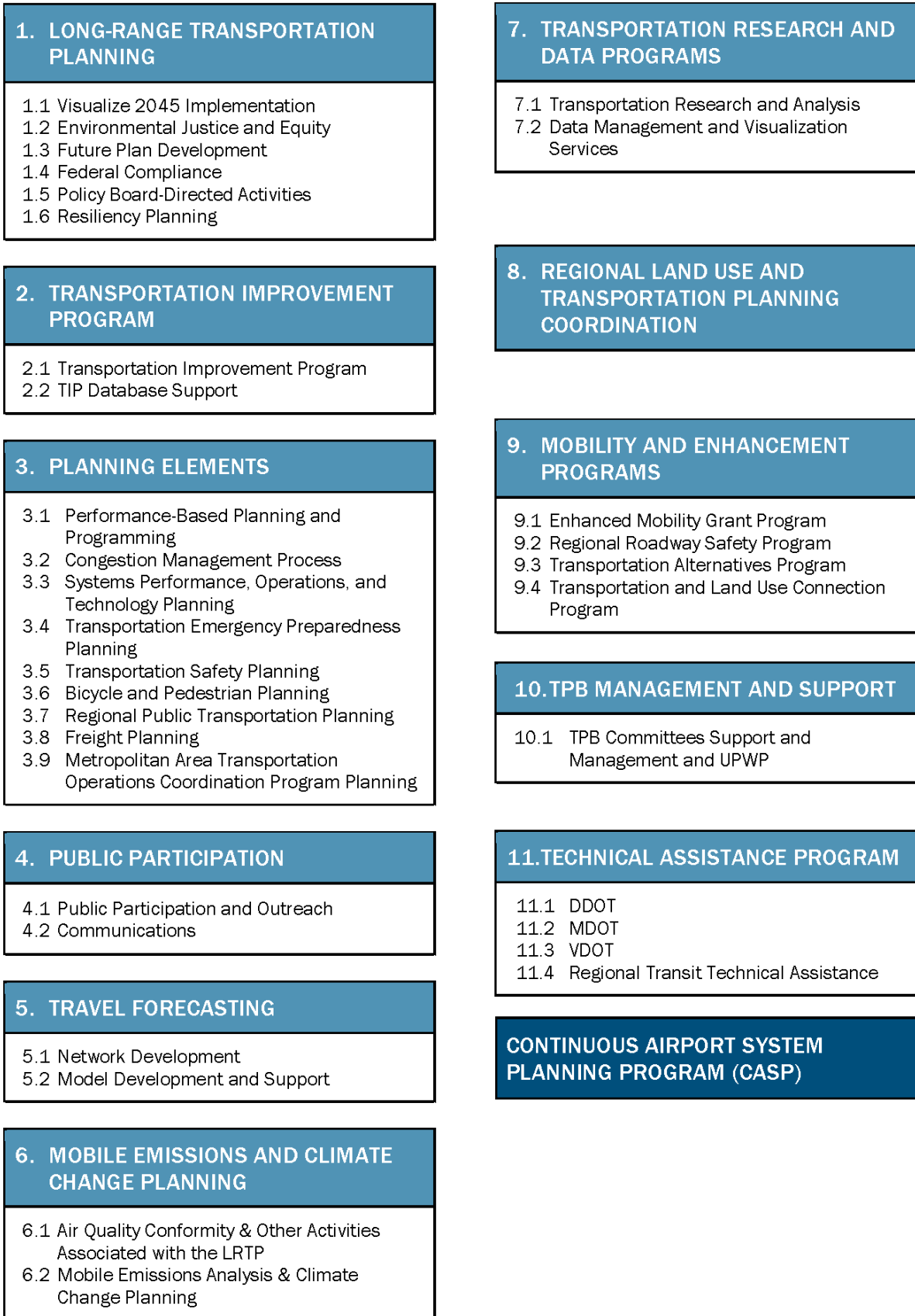


Figure 7: TPB Committee Structure

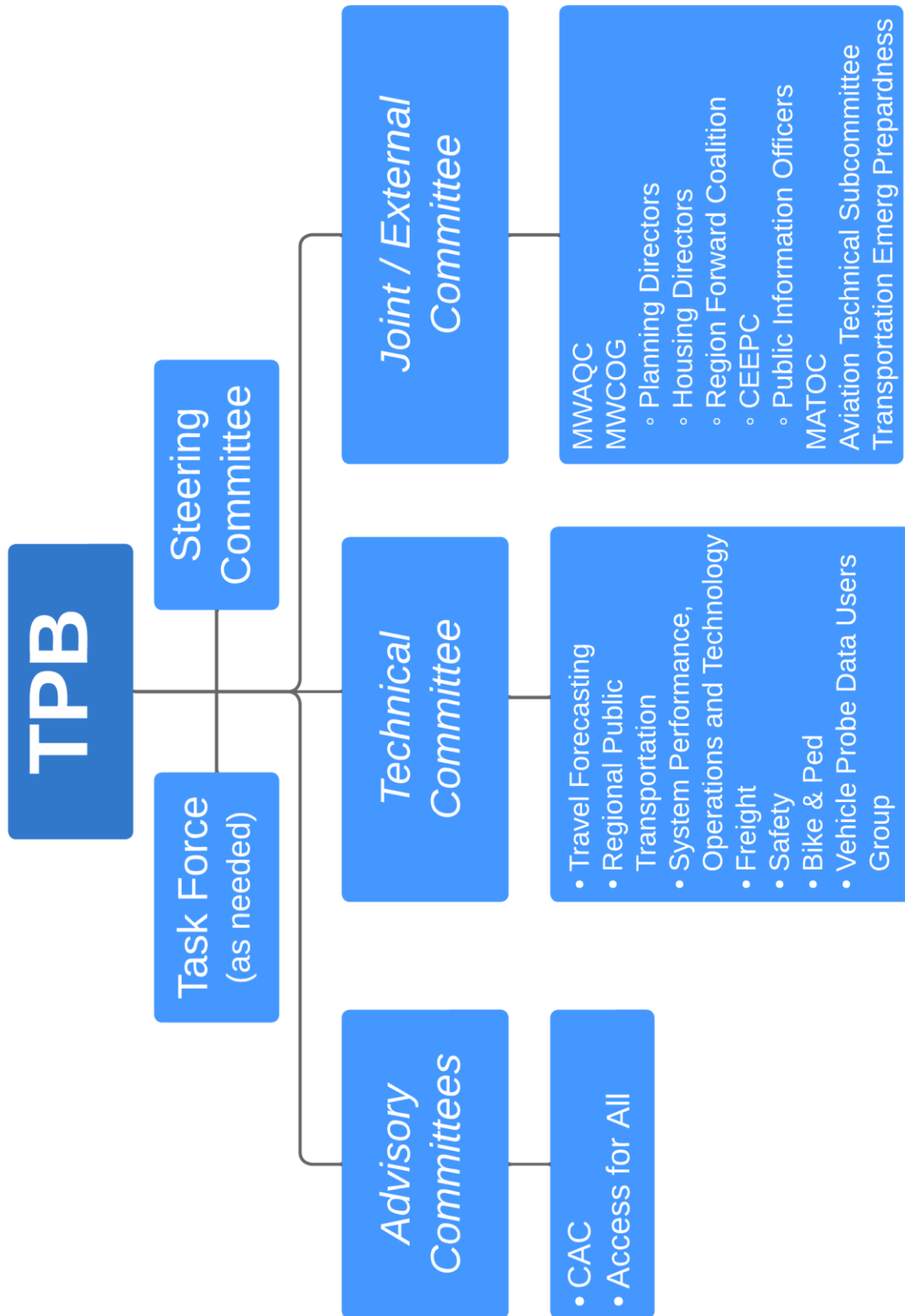
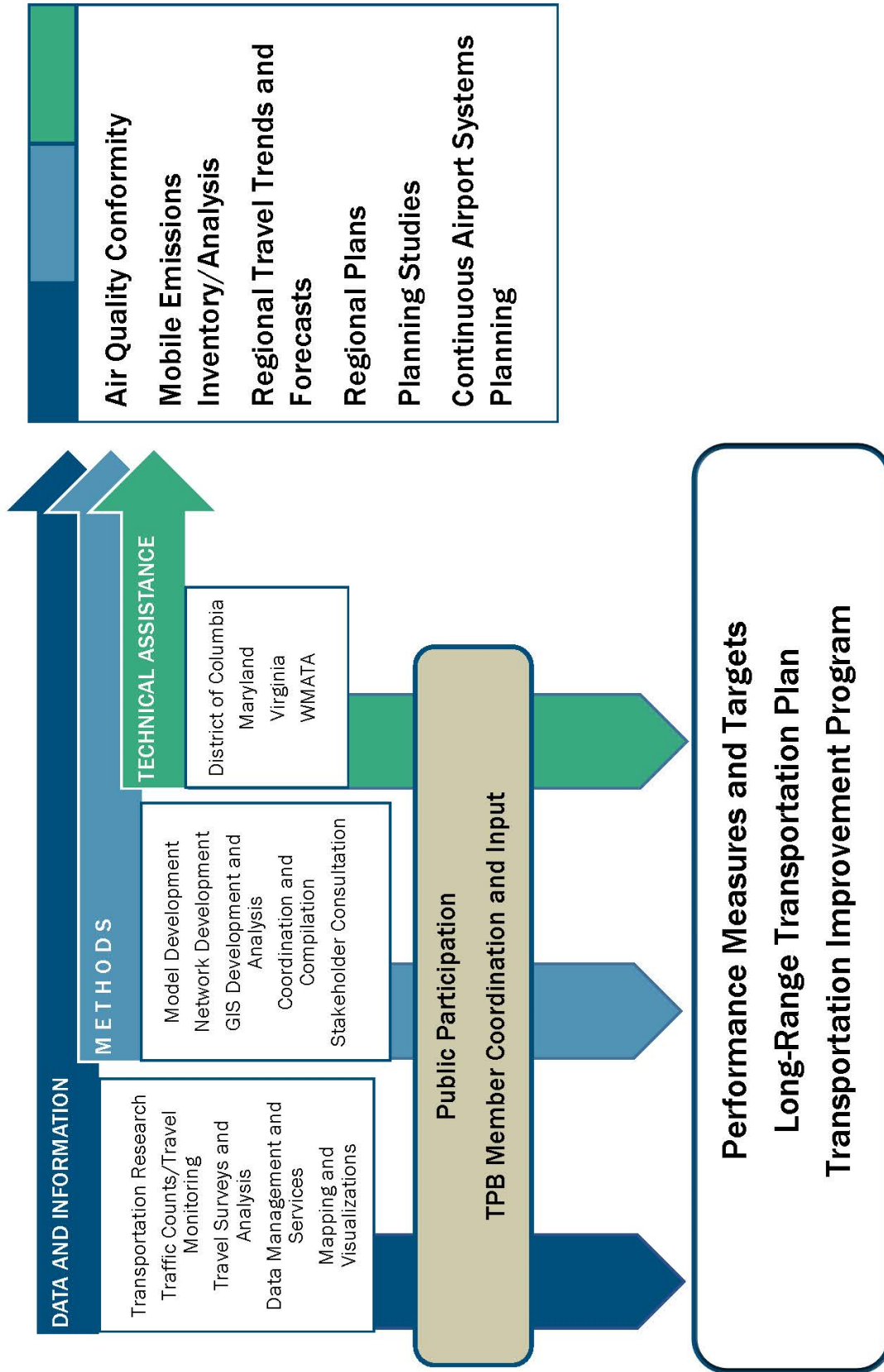


Figure 8: Overview of Planning Products and Supporting Processes



III. MAJOR WORK ACTIVITIES

1. Long-Range Transportation Planning

OVERSIGHT

TPB Technical Committee

MAJOR PRODUCTS

- Visualize 2050 – continue plan update
- Conduct supporting analysis for the plan
- Visualize 2045 plan implementation

TOTAL COST ESTIMATE

\$

1.1 VISUALIZE 2045 IMPLEMENTATION

Visualize 2045 (2022) is the federally required long-range transportation plan for the National Capital Region. It identifies all regionally significant transportation investments planned through 2045 and provides detailed analysis to help decision makers and the public “visualize” the region’s future under current plans. The plan was approved in June 2022 and this activity describes work to support implementation and the Visualize 2045 activities related to the next plan update, called Visualize 2050.

- Conduct general coordination and outreach to members to help members understand and implement the plan and the priority strategies supported by the TPB.
- Conduct analysis as necessary to support the TPB priorities and identify progress made towards accomplishing them.

1.2 ENVIRONMENTAL JUSTICE AND EQUITY

The TPB continues to seek opportunities to understand the needs of all users of the regional transportation system. TPB will conduct outreach and analysis that will improve the region’s understanding of specific needs of and considerations for disadvantaged populations in the transportation planning process.

- Coordinate with TPB public participation staff to support outreach and engagement with traditionally disadvantaged population groups.
- Conduct and communicate additional analysis that may arise from TPB’s FY 2024 equity activities.
- Prepare and begin the environmental justice analysis of Visualize 2050 by advancing the update to TPB’s Equity Emphasis Areas
- Track and respond to equity initiatives applicable to the TPB

1.3 FUTURE PLAN DEVELOPMENT

TPB staff will also undertake other activities to advance the development of the next long-range transportation plan called Visualize 2050.

- Provide opportunities for consideration, coordination, and collaborative enhancement of the TPB's metropolitan transportation plan.
- Communicate to Board and other stakeholders the key planning activities for the next plan update, Visualize 2050. This update is expected to be completed by the end of the fiscal year with adoption in June 2025.
- Conduct coordination across all tasks to support plan development among internal staff, external stakeholders, and consultants.
- Conduct planning and coordination activities related to PBPP and the federal planning factors (See Task 3 for more detail).
- Publish the draft plan for public review and comment anticipated in the spring 2025.
- Revise the draft plan as needed for final presentation to the Board for approval.

1.4 FEDERAL COMPLIANCE

The TPB has federal responsibilities, and this task supports work to maintain compliance with those requirements.

- Track, research, and respond to all federal activities and regulations that impact the metropolitan transportation planning process.
- Document key regional transportation planning activities conducted as part of the process to develop the Visualize 2050 plan.

1.5 POLICY BOARD-DIRECTED ACTIVITIES

The TPB is a policy board that can take action on a variety of transportation planning and policy initiatives. This task will support any activities that the Board directs staff to do.

- Update plan with targeted completion date of 2025.
- Support implementation of TPB Resolution R4-2022 that focuses on building transit-oriented communities throughout the region around High-Capacity Transit (HCT) station areas using Equity Emphasis Areas as a key planning concept and tool to inform decision making and action.
- Produce all products through an 'equity lens' as directed by TPB Resolution R1-2021, which requires all TPB activities to be conducted with an equity lens.
- Carry out additional activities as directed by the TPB.

1.6 RESILIENCY PLANNING

OVERSIGHT

TPB Technical Committee

MAJOR PRODUCTS

- Interior Flooding Analysis and Mapping
- Economic Analysis of Potential Adaptation Scenarios
- Transportation Resilience Improvement Plan – socialize and support updates as needed
- Create Regional Transportation Resilience Subcommittee

This task addresses planning for the resiliency of the region’s transportation system, particularly regarding climate impacts, and coordinating with various state and local resiliency planning efforts. Planning for transportation resiliency and reliability is one of the federal Planning Factors, as well as one of TPB’s policy priorities. Work will follow and expand upon the TPB Transportation Resiliency Study [Phase I] completed in FY 2022, building upon the planning and capital-programming activities that the TPB member agencies and select partners are undertaking to prepare for the transportation system to be resilient in the face of natural disasters. Among topics of focus will be regional vulnerabilities to natural hazards, strategies for resilience, ensuring equity in resiliency planning, and MPO roles in resilience planning efforts.

This task includes:

- General
 - Conduct regional planning regarding transportation resilience activities and infrastructure, incorporating consideration of equity, including information gathering and sharing, subcommittee briefings, and discussions among stakeholders; produce one or more summary memorandums/presentations for the TPB Technical Committee regarding this year’s findings and recommendations.
 - Coordinate with relevant jurisdictions and committees on regional transportation resilience issues.
 - Compile and analyze data to support regional transportation resilience planning.
- Phase II Transportation Resiliency Planning Study: Follow-Up Post Completion
 - Conduct outreach and follow-up activities regarding the Transportation Resilience Improvement Plan (TRIP) to socialize the plan.
 - Incorporate findings and recommendations from Phase II Study into TPB Regional Transportation Resiliency Planning Program.
 - Conduct one or more regional resiliency planning training, outreach or professional development forums to strengthen regional awareness about resiliency planning issues specifically in the transportation sector.
 - Plan for annual/bi-annual update of transportation resilience project list.

- Expand the TRIP project request guidance document into an educational document/resource guide for regional planners.
- Form a regional transportation resilience planning subcommittee to meet regularly on related issues, continuing the collaboration of member agencies in the working group during the TRIP process and to help guide regional work post-TRIP.
- Interior flood (hydraulic and hydrologic) analysis
 - Complete a feasibility study to receive proposed approaches, scopes, and cost estimates for a regional flood analysis. This project is important to better understand the impact of rainfall events in both current and future climate scenarios.
 - Depending on the proposed approach and cost estimate, initiate this flood analysis, potentially in a phased approach. Compare results to existing FEMA regulatory 100-year and 500-year floodplains to determine most at-risk areas for future flood events.
 - Data: This analysis would include acquiring and analyzing data for historic, current, and predictive precipitation levels for more accurate interior and urban flooding information. This would be used for and integrated into interior flood/H&H analysis study noted above but can be used for other analysis and projects as well.
- Economic analysis of adaptation scenarios for up to five case studies to quantify the benefits of resilience investments in regional transportation assets.
- Analyze RITIS data for all TPB localities for road closures due to natural hazards for each year data is available. Create GIS layer to add to interactive mapping tool to better understand reported historical flooding on roadways in our region.

2. Transportation Improvement Program

OVERSIGHT

TPB Technical Committee

MAJOR PRODUCTS

- FY 2026-2029 TIP
- Maintain and continue to tailor the iTIP Database (Project InfoTrak) to meet the needs of staff and members

TOTAL COST ESTIMATE

\$

2.1 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

The Transportation Improvement Program (TIP) is a federal obligation document which describes the planned schedule in the next six years for distributing federal, state, and local funds for state and local transportation projects. This activity will encompass the following work tasks in FY 2025:

TIP Programming

- Prepare`

Performance Based Planning and Programming

Federal surface transportation law, as developed in MAP-21 and continued under the FAST Act, calls for MPOs, states, and public transportation providers to establish and use a performance-based approach to transportation decision making. States and MPOs must integrate performance-based plans into their planning process, including goals, objectives, performance measures, and targets, either directly or by reference. USDOT has established performance measures and subsequently states and public transportation providers have established performance targets in support of updated measures. The MPO subsequently has 180 days to establish performance targets coordinated with those of the states and public transportation providers. After these targets are set, Visualize 2045 and TIP are required to include a description of the performance measures and targets used in assessing the performance of the transportation system. The MPO reviews targets to track progress towards attainment of critical performance outcomes for the MPO region.

Under the performance provisions, the TIP shall do the following, in coordination with Visualize 2045:

- Contain projects consistent with the metropolitan transportation plan.
- Reflect investment priorities from the metropolitan transportation plan.
- Be designed to make progress toward achieving transportation system performance targets.
- Describe the anticipated effect of the TIP toward achieving the performance targets established in the metropolitan transportation plan.
- Link investment priorities to performance targets.

See also Performance Based Planning and Programming Task 3.1 for related additional non-TIP activities.

2.2 TIP DATABASE SUPPORT

TPB developed the iTIP Database, called Project InfoTrak (PIT), which provides a complete upgrade and overhaul to the project database information system. This system integrates current functionality into one enhanced, unified, user-friendly, customizable system that is branded with COG and TPB styles. The system has the ability to add or change fields, forms, queries and reports to respond to data requests or changes to requirements and incorporates GIS mapping of projects into the system. This allows for data to be exported and used in other ArcGIS applications. The system allows the many data input users to provide automated data transfers to the extent possible. The system includes searchable data sets for the public, TPB members, federal approval agencies, and other stakeholders to query and interact with using maps, reports and charts. These are the work activities that will be undertaken to support this task.

- Provide additional customizations to the system's forms, reports, and functionality.
- Provide assistance and guidance in using the Project InfoTrak system for the amendments and the new iteration of the plan.
- Provide ongoing help desk service for TPB staff and agency users to troubleshoot any technical issues that arise.
- Assist State DOT and other agency users with large-scale data transfer requests for major TIP amendments.

3. Planning Elements

OVERSIGHT	Various (see below)
MAJOR PRODUCTS	See program-specific products below
TOTAL COST ESTIMATE	\$

3.1 PERFORMANCE-BASED PLANNING AND PROGRAMMING

OVERSIGHT	TPB Technical Committee
MAJOR PRODUCTS	<ul style="list-style-type: none">• Performance measures and targets; associated documentation

The Performance-Based Planning and Programming (PBPP) task supports implementation of the performance-based planning framework for metropolitan transportation planning and decision making, including investment priorities, target setting and measuring progress toward those targets.

- Develop data and reports for the TPB's setting and tracking of federally specified PBPP targets, in accordance with Letters of Agreement that have been signed between TPB and partner agencies.
- Coordinate with the states and public transportation providers on data collection and sharing, targets, and federally required reporting.
- Set annual highway safety targets.
- Set regional annual transit safety targets.
- Ensure that regional Greenhouse Gas targets have been set by early FY 2025, in accordance with federal requirements issued during FY 2024.
- Report on performance in relation to previously set targets, as required.
- Support TPB as it reviews data and sets required targets.
- Enhance availability, visualization, and mapping (GIS) of performance-based information on the TPB website, in conjunction with Task 7.

3.2 CONGESTION MANAGEMENT PROCESS

OVERSIGHT

Systems Performance, Operations, and Technology Subcommittee (SPOTS)

MAJOR PRODUCTS

- National Capital Region Congestion Report Dashboard
- Vehicle Probe Data Users Group reference materials
- Documentation for federal performance and target reporting requirements

This task develops and maintains the regional Congestion Management Process (CMP), providing information on current congestion on the region's roadways through data analysis, as well as identifying potential multi-modal strategies to manage congestion.

This task includes:

- Compile information and undertake analysis for the development of major CMP components, including application of "big data" sources, in conjunction with big data acquisition and analysis activities in Tasks 5 and 7.
- Produce the National Capital Region Congestion Report, released as a quarterly website "dashboard", in conjunction with travel monitoring and data publishing activities undertaken in Task 7.
- Provide CMP technical input to the Performance-Based Planning task.
- Produce special CMP analyses, such as following a major event or roadway improvement, or examining short- to mid-range trends, such as for impacts of the COVID-19 pandemic, on an as-needed basis.
- Support the Vehicle Probe Data Users Group (VPDUG) in its role to foster technical and methodological coordination in the application of vehicle probe data by member agencies and jurisdictions.

3.3 SYSTEMS PERFORMANCE, OPERATIONS, AND TECHNOLOGY PLANNING

OVERSIGHT

Systems Performance, Operations, and Technology Subcommittee (SPOTS)

MAJOR PRODUCTS

- Regional ITS architecture maintenance
- Documentation for FAST Act performance and target reporting requirements

This task addresses requirements for Regional Transportation Systems Management and Operations (RTSMO) and related technology.

This task includes:

- Conduct regional planning activities regarding regional transportation systems management and operations (RTSMO) and emerging technologies, including information gathering and sharing, subcommittee briefings, and discussions among stakeholders; produce one or more summary memorandums/presentations for the TPB Technical Committee regarding this year's findings and recommendations.
- Conduct Traffic Incident Management (TIM) planning as a component of RTSMO.
- Conduct regional planning activities regarding connected/autonomous vehicles (CAVs).
- Compile information on ITS and CAV deployments in the region.
- Maintain the Regional Intelligent Transportation Systems (ITS) Architecture.
- Conduct supporting activities as necessary on the above topics, potentially including in-depth studies, development of reports or white papers, or stakeholder workshops.
- Support the regional Systems Performance, Operations, and Technology Subcommittee (SPOTS).

3.4 TRANSPORTATION EMERGENCY PREPAREDNESS PLANNING

OVERSIGHT

COG Transportation Emergency Preparedness Committee in coordination with the Systems Performance, Operations, and Technology Subcommittee

MAJOR PRODUCTS

- **Documentation pursuant to DHS and UASI requirements**

This task provides support and coordination for the transportation sector's role in overall regional emergency preparedness planning, in conjunction with the Metropolitan Washington Council of Governments (COG) Board of Directors and its public safety programs. This is a component of a much larger regional set of emergency preparedness activities funded primarily outside the UPWP by U.S. Department of Homeland Security (DHS) and COG local funding. The Regional Emergency Support Function #1 (R-ESF 1) Transportation Emergency Preparedness Committee, within the COG public safety committee structure, advises these efforts and coordinates with emergency management agencies, police, fire, and other emergency response committees.

This task includes:

- Undertake transportation emergency coordination and response planning through the emergency management and Homeland Security Urban Area Security Initiative (UASI) processes, in conjunction with COG's Department of Homeland Security and Public Safety.
- Conduct Traffic Incident Management (TIM) planning as it relates to transportation emergency preparedness planning.
- Support the regional Transportation Emergency Preparedness Committee (R-ESF 1).

3.5 TRANSPORTATION SAFETY PLANNING

OVERSIGHT

TPB Transportation Safety Subcommittee

MAJOR PRODUCTS

- **Documentation for FAST Act performance and target reporting requirements**
- **Updated Safety Data Analysis**
- **Workshop(s)**

This task addresses planning for safety aspects of the region's transportation system and coordinating with various state and local safety planning efforts including development and implementation activities associated with Strategic Highway Safety Plans and Vision Zero efforts of the District of Columbia, Maryland, and Virginia, as well as other state, regional, and local safety efforts.

This task includes:

- Conduct regional roadway safety planning in a manner that emphasizes equity, including information gathering and sharing as well as subcommittee briefings and discussions among stakeholders; produce one or more summary memorandums/presentations for the TPB Technical Committee regarding this year's findings and recommendations.
- Support engineering, education, and enforcement strategies to reduce fatalities, serious injuries, and crashes in the National Capital Region, including consideration of equity.
- Compile and analyze regional crash data to produce updated roadway safety performance measures and coordinate with member states to develop federally required regional roadway safety targets.
- Undertake Phase II of crash data analysis from previous regional safety studies to develop new charts, graphs, and tables that include the latest available data; produce one or more memorandums/presentations for the TPB and the TPB Technical Committee regarding the findings. This effort will help inform local planning and programming efforts to improve transportation safety and achieve/exceed the region's PBPP targets.
- Participate in and coordinate with the Strategic Highway Safety Plan development and implementation efforts of the District of Columbia, Maryland, and Virginia, as well as other state, regional, and local safety efforts.
- Coordinate regional transportation safety planning with the Regional Roadway Safety Program undertaken in Task 9.
- Provide technical advice to the "Street Smart" regional pedestrian and bicycle safety public outreach campaign (Street Smart is supported by funding outside the UPWP).
- Conduct one or more workshops, targeting member agency staff, regarding transportation/roadway safety.
- Conduct one or more board-level safety events, targeting policy-level officials, regarding transportation/roadway safety.

- Explore regional coordination on “zero deaths” goals and approaches. Most TPB members have adopted a “zero deaths” approach; there are opportunities to strengthen these activities through regional coordination.
- Maintain and enhance the Transportation Safety portions of the TPB website to ensure its value as a regional resource.
- Support the Transportation Safety Subcommittee in its coordination and advisory roles.

DRAFT

3.6 BICYCLE AND PEDESTRIAN PLANNING

OVERSIGHT

TPB Regional Bicycle and Pedestrian Subcommittee

MAJOR PRODUCTS

- Updated National Capital Trail Network map
- Regional outreach workshops

This task addresses planning for bicycle and pedestrian aspects of the region’s transportation system and coordinating with related state, regional, and local efforts. This task includes:

- Conduct regional planning regarding bicycle and pedestrian activities and infrastructure, incorporating consideration of equity, including information gathering and sharing, subcommittee briefings, and discussions among stakeholders; produce one or more summary memorandums/presentations for the TPB Technical Committee regarding this year’s findings and recommendations.
- Conduct outreach and follow-up activities regarding the Regional Bicycle and Pedestrian Plan update published in FY 2022.
- Update the National Capital Trail Network map; monitor implementation of National Capital Trail Network projects.
- Monitor and update nonmotorized recommendations for project information in the Transportation Improvement Program (TIP) and Project Info Tracker (PIT), in conjunction with Task 2.
- Monitor Regional Complete Streets and Green Streets activities.
- Conduct regional planning regarding emerging mobility technologies, such as dockless bikesharing and electric scooters.
- Provide technical advice to the “Street Smart” regional pedestrian and bicycle safety public outreach campaign (Street Smart is supported by funding outside the UPWP).
- Conduct two or more regional bicycle and pedestrian planning or design training, outreach, or professional development opportunities for member agency staff.
- Support the Bicycle and Pedestrian Subcommittee in its coordination and advisory roles.

3.7 REGIONAL PUBLIC TRANSPORTATION PLANNING

OVERSIGHT

TPB Regional Public Transportation Subcommittee

MAJOR PRODUCTS

- Annual report, data compilation, reports on technical issues, and outreach materials
- Private Provider involvement documentation

This task addresses planning for public transportation aspects of the region’s transportation system and coordinating with related state, regional, and local efforts. This task includes:

- Conduct regional planning regarding public transportation activities and infrastructure, incorporating consideration of equity, including information gathering and sharing, subcommittee briefings, and discussions among stakeholders; produce one or more summary memorandums/presentations for the TPB Technical Committee regarding this year’s findings and recommendations.
- Update the inventory of regional transit-related electrification/zero emissions assets, including an inventory of transit operator plans as well as operator needs.
- Continue implementation of federal requirements for performance-based planning, specifically transit safety and transit asset management, including data collection, analysis of the performance measures, forecasting, and setting of targets.
- Continue gathering usage information on inter-city buses, commuter buses, rail transit, and commuter rail, to advise regional planning and coordination.
- Address Bus Rapid Transit (BRT) planning and coordination as part of regional public transportation planning activities.
- Address TPB-related recommendations from the regional Bus Transformation Project and the WMATA Better Bus/Network Redesign effort, as part of regional public transportation planning activities.
- Produce an annual report on the “State of Public Transportation.”
- Conduct supporting activities as necessary on the above topics, potentially including in-depth studies, development of reports or white papers, or stakeholder workshops.
- Support the Regional Public Transportation Subcommittee in its coordination and advisory roles.

3.8 FREIGHT PLANNING

OVERSIGHT

TPB Freight Subcommittee

MAJOR PRODUCTS

- **Documentation as necessary supporting FAST Act requirements of freight planning**

This task addresses planning for freight aspects of the region’s transportation system and coordinating with related state, regional, and local efforts. The Regional Freight Plan, updated and adopted by the TPB in September 2023, provides guidance for continued regional planning activities.

This task includes:

- Conduct regional planning regarding freight and goods movement activities and infrastructure, incorporating consideration of equity, including information gathering and sharing, subcommittee briefings, and discussions among stakeholders; produce one or more summary memorandums/presentations for the TPB Technical Committee regarding this year’s findings and recommendations.
- Conduct outreach and follow-up activities regarding the Freight Plan update published in FY 2024.

- Compile and analyze data to support regional freight planning.
- Conduct a symposium/workshop on the topic of curbside management in the National Capital Region, across fields of planning for freight, safety, public transportation, and related areas.
- Coordinate with relevant jurisdictions and committees on regional rail issues.
- Address federal requirements related to regional freight transportation planning, including PBPP measures and targets.
- Conduct supporting activities as necessary on the above topics, potentially including in-depth studies, development of reports or white papers, or stakeholder workshops.
- Support the TPB Freight Subcommittee in its coordination and advisory roles.

3.9 METROPOLITAN AREA TRANSPORTATION OPERATIONS COORDINATION PROGRAM PLANNING

OVERSIGHT

MATOC Steering Committee, in conjunction with the Systems Performance, Operations, and Technology Subcommittee (SPOTS)

MAJOR PRODUCTS

- **MATOC Steering Committee Materials**

This task is to provide TPB’s planning support for the Metropolitan Area Transportation Operations Coordination (MATOC) Program, in conjunction with the MATOC Steering Committee, subcommittees, and partner agencies, as MATOC pursues its function of providing real-time situational awareness of transportation operations in the National Capital Region. TPB is an ex-officio member of MATOC.

This task includes:

- Provide administrative support for the MATOC Steering Committee, including preparation of agendas and summaries and tracking of action items.
- Provide TPB staff input and advice to the MATOC Steering Committee and its subcommittees and working groups.
- Address Traffic Incident Management (TIM) as it relates to MATOC planning.
- Provide briefings to the TPB on MATOC Program progress as requested.

4. Public Participation

OVERSIGHT

Transportation Planning Board

MAJOR PRODUCTS

- Public comment solicited and documented
- Materials and activities for public participation related to Visualize 2050
- CAC and AFA Committee reports
- Conduct the 19th session of the Community Leadership Institute
- Information dissemination through the website, social media, and printed documents
- Communication support for all Tasks

TOTAL COST ESTIMATE

\$

4.1 PUBLIC PARTICIPATION AND OUTREACH

Public participation, outreach, and communications are essential to carrying out the continuing, cooperative, and comprehensive (3C) metropolitan transportation planning process. The TPB's 2020 Participation Plan guides all public involvement activities to support the development of the plan, TIP, and all other TPB planning activities. The TPB's Participation Plan emphasizes involving traditionally disadvantaged populations in the planning process, as part of the TPB's commitment to ensuring nondiscrimination in all its programs and activities as required under Title VI and the Environmental Justice Executive Order. Virtual Public Involvement (VPI) tools have played an integral role in how the TPB has been conducting public involvement over the past few years, and the TPB will continue to use them wherever possible. This activity will encompass the following work tasks:

- Conduct public involvement as described in the TPB Participation Plan, which was approved by the TPB in October of 2020. The plan calls upon staff to integrate public engagement, as appropriate, into planning activities throughout the department. All such public involvement activities will be developed and implemented with consideration given to an equity perspective, as directed by TPB Resolution R1-2021, which called for equity, as a foundational principle, to be woven into all of the TPB's work.
- Provide regular opportunities for comment on TPB activities and products, including public comment sessions at the beginning of TPB meetings and official public comment periods prior to the adoption of key TPB plans and programs.
- Conduct outreach to support update to the Long-Range Transportation Plan.
- Provide staff support for the TPB Community Advisory Committee (CAC), including organizing monthly meetings and outreach sessions, and drafting written materials for the committee. Staff will ensure that CAC comments are communicated to the TPB regarding transportation plans, projects, programs, and issues that are important to the committee and its members.

- Provide staff support for the TPB Access for All Advisory (AFA) Committee that includes leaders and representatives of traditionally underserved communities, including low-income communities, underrepresented communities, people with limited English proficiency, people with disabilities, and older adults as the TPB's primary strategy for engaging traditionally underserved population groups in the planning process and for providing guidance on Human Service Transportation Program activities. Feedback from the AFA Committee on transportation plans, projects, programs, services, and issues that are important to the communities the AFA represents will be shared with the TPB.
- Conduct training activities, as needed, to help community leaders learn how to get more actively involved in transportation decision making in the Washington region.
- Ensure that all public participation is consistent with and meets the Federal Civil Rights Act (Title VI) and Executive Order 12988 Environmental Justice.

4.2 COMMUNICATIONS

This activity will encompass the following work tasks:

- Develop written and visual materials to spread information about regional transportation planning issues, explain how transportation decision-making works, and engage the public.
- Support staff as they develop meeting materials and publications to communicate information developed in other tasks in the UPWP.
- Produce content for the TPB News, Visualize 2050 newsletter, and other digital publications.
- Regularly update information on the TPB's webpages, ensuring the site is timely, thorough, and user-friendly.
- Effectively use social media and other digital tools to engage the public in current TPB activities.

5. Travel Forecasting

OVERSIGHT

TPB Travel Forecasting Subcommittee

MAJOR PRODUCTS

- Staffing the TPB Travel Forecasting Subcommittee (TFS)
- A series of highway and transit networks used by the regional travel demand forecasting model, together with technical documentation, for use in air quality conformity analyses, development of air quality state implementation plans (SIPs), scenario studies, and model development.
- Development, maintenance, support, and improvement of the COG/TPB regional travel demand forecasting methods, including both the production-use and developmental travel models, and associated documentation.
- Keep abreast of best practices in travel demand modeling.

TOTAL COST ESTIMATE

\$

The Travel Forecasting work activity consists of two sub-activities: 1) Network Development and 2) Model Development and Support. The goal of Network Development is to prepare the primary inputs for the regional travel demand model, especially the transportation networks. The goal of Model Development and Support is to develop, maintain, support, and improve the TPB's regional travel demand forecasting methods for both tactical and strategic planning models.

5.1 NETWORK DEVELOPMENT

Develop, maintain, and improve the transportation networks used as inputs to the TPB's regional travel demand forecasting models, both the production-use and developmental models.

Planned tasks for FY 2025:

- Develop a base-year transit network representing recent conditions, which is used as the starting point for developing future-year transit networks used by the regional travel demand forecasting model. This typically represents a recent year, but the choice of year can be influenced by factors such as COVID-19-related disruptions.
- Produce a series of forecast-year transportation networks used as inputs to the regional travel demand forecasting model, in support of transportation planning studies, air quality studies, and mobile emissions planning work. Examples include scenario studies, project-planning studies, and air quality conformity (AQC) analyses of the TPB's Long-Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), State

Implementation Plans (SIPs) for attaining or maintaining air pollution standards, and greenhouse gas (GHG) planning studies.

- Maintain, refine, and enhance both 1) the multi-year transportation network geodatabase used in regional travel demand modeling and 2) the software used to edit and update the geodatabase, known as COGTools.
- Develop transportation networks in formats that support both 1) the production-use travel models, such as the Gen2/Ver. 2.4 and Gen2/Ver. 2.4.6 models, which require networks in Cube TRNBUILD format; and 2) developmental travel models, such as the Gen3 Model, which requires networks in Cube Public Transport (PT) format. As we transition from the aggregate, trip-based travel model (Gen2/Ver. 2.4 Model) to the disaggregate, activity-based travel model (Gen3 Model), transit networks will transition from having two time-of-day periods (peak and off-peak) to four time-of-day periods (AM peak, midday, PM peak, and nighttime).
- Maintain and update network development documentation, such as the COGTools User's Guide and the highway and transit network report.
- Develop a new highway and transit network report for the Gen3 Travel Model.
- Respond to network-related technical data requests.
- Keep abreast of best practices in network development, including software offered by the major vendors and open-source efforts, such as the General Modeling Network Specification (GMNS).

5.2 MODEL DEVELOPMENT AND SUPPORT

Develop, maintain, support, and improve the TPB's travel demand forecasting methods. Methods can range from tactical models, such as the TPB's regional travel demand forecasting model, to strategic models, such as sketch and scenario planning models. Regarding tactical models, the TPB regional travel demand forecasting methods include both the production-use and developmental travel models. The current production-use travel model is an aggregate, trip-based travel model (TBM), also known as a "four-step model," or FSM, called the Generation 2, or Gen2/Ver. 2.4 Travel Model. An example of a developmental TPB travel model is the Generation 3, or Gen3, Travel Model, a disaggregate, activity-based travel model (ABM). This developmental model was developed over a five-year period with consultant assistance and is implemented in both the open-source ActivitySim software package (demand model) and Bentley Cube software (supply model). After delivery of the final developmental model from the consultant (January to February 2024), the COG/TPB staff will conduct usability testing to make sure that the new model performs as is expected and to determine if the new model is ready for production use. The duration of the usability testing will be a function of whether and how many problems are detected. Regarding strategic models, TPB staff plans to continue, when time permits, exploring the use of strategic planning models, such as RSPM and VisionEval. The Model Development and Support work activity also includes related tasks such as data collection, research, and interfacing with travel demand modeling staff at peer MPOs.

Planned tasks for FY 2025:

- Staff the TPB Travel Forecasting Subcommittee (TFS). Conduct about six meetings per year.
- Update COG/TPB's strategic plan for model development that directs the model development

activities from a long-term perspective to support regional transportation planning.

- Maintain, update, and enhance the TPB's current production-use, trip-based, Gen2 Travel Demand Model, potentially with the 2017/2018 Regional Travel Survey (RTS) data, if time permits. Consultant assistance could be sought for this effort under a planned travel demand modeling services on-call contract (discussed below).
- Support both internal and external users of the TPB's production-use travel demand forecasting models – currently the Gen2/Ver. 2.4 (trip-based) Model and the Gen2/Ver. 2.4.6 (trip-based) Model; and, potentially in the near future, the Gen3 (activity-based) Model.
- Complete development of the TPB's next-generation travel demand forecasting model that is expected to provide enhanced modeling capabilities. For the last five years, TPB staff has been working with a consultant to develop a disaggregate, activity-based travel model (ABM), to be known as the Generation 3, or Gen3, Travel Model. The Gen3 Model is implemented in both the open-source ActivitySim software platform and Bentley Cube software. Model development lasted about five years (FY 2020-2024). Development was divided into two phases. Phase 1 development of the Gen3 Model concluded in February 2022. Phase 1 created a developmental model that had gone through an initial round of calibration and had been tested by TPB staff. Phase 2 of the Gen3 Model started in March 2022 (FY 22) and is planned to run through approximately January-February 2024 (FY 24). The goal of Phase 2 is to obtain a travel model that is calibrated and validated to standards that meet or exceed the Gen2 Model.
- Following delivery from the consultant team of the final developmental Gen3 Model, COG/TPB staff will conduct usability testing to ensure that the model is ready for production use. Usability testing could last six months to one year – the exact duration of the usability testing is dependent on how many issues arise. During this testing period, COG/TPB staff will assemble model inputs, execute the model for all analysis years of Visualize 2050, and compare Gen2 and Gen3 modeling results. Staff will also be developing other facets of the travel model that are needed for production use, such as routines for estimating/setting toll values, and will also conduct sensitivity test, which would supplement those tests already conducted under Phase 1 and Phase 2.
- With the upcoming ending of the model development contract for the Gen3 Model, COG/TPB staff plans to develop a new travel demand modeling on-call support contract. This new contract would require a request for proposals (RFP) process to select the new consultant. The RFP process could be conducted in late FY 24 or early FY 25. Staff anticipate a funding level similar to past funding levels (about \$300k per year). Ideally, before conducting the RFP process, we would update the COG/TPB strategic plan for model development, as noted above.
- Promote the regional coordination of transit on-board surveys (RC TOBS) to ensure that the surveys provide information needed by both transit agencies and COG/TPB staff, who use the data to estimate, calibrate, and validate regional travel demand forecasting models. TPB staff plan to finalize the plan for coordination, determine which agencies will participate, and, if possible, implement the first few surveys as part of RC TOBS. See Work Activity 7 (“Transportation Research and Data Programs”) for further details.
- Identify, and possibly obtain, data needed to support development of the Gen3 Model and/or its successor model, such as the Gen4 Model. This could include Big Data, such as passively collected origin-destination (O-D) data. See Work Activity 7 (“Transportation Research and

Data Programs”) for further details.

- Attend the ActivitySim Consortium meetings, participate in the decision making representing MWCOG and coordinate with other member agencies, including MPOs, state DOTs, and other transportation agencies, on the maintenance and development of ActivitySim and PopulationSim, the underlying software of the Gen3 Travel Model.
- Keep abreast of best practices in travel demand modeling.
- Continue developing knowledge of, and provide support for, other DTP staff in the use of strategic planning models, such as sketch and scenario planning models (e.g., VisionEval and RSPM). Coordinate with DTP’s Planning Data & Research (PDR) Team.
- Respond to travel-model-related technical data requests from consultants, state/local agencies, and academics.
- Working with COG’s Office of Information Technology (IT), acquire and maintain the hardware and software needed to conduct regional travel demand modeling on computers and servers located at COG (on premises) and/or in the cloud (off premises). Assist COG IT to ensure that both on-prem and cloud computers meet the modeling needs of staff.
- Continue to use version control software, such as Git and GitHub, to manage the computer code for COG’s production-use travel models, developmental travel models, and network management software (currently COGTools).

6. Mobile Emissions and Climate Change Planning

OVERSIGHT

TPB Technical Committee in consultation with MWAQC

MAJOR PRODUCTS

- Activities related to conducting regional air quality conformity analyses, such as conducting runs of the travel model and mobile emissions model and preparing technical documentation.
- Keep abreast of federal requirements related to air quality conformity determinations and the EPA's Motor Vehicle Emission Simulator (MOVES) software.
- Support development of an Attainment/Maintenance State Implementation Plans (SIPs) regarding the 2008 and 2015 ozone National Ambient Air Quality Standards (NAAQS), including developing inventories of on-road mobile emissions for volatile organic compounds (VOC) and nitrogen oxides (NOx).
- Coordinate with MWAQC and its subcommittees to support development of new motor vehicle emissions budgets (MVEBs), if needed, to address requirements of the 2008 and 2015 ozone NAAQS.
- Climate Change Planning: Provide support for efforts to mitigate climate change due to the on-road, transportation sector.

TOTAL COST ESTIMATE

\$

The Mobile Emissions Planning work activity consists of two sub-activities: 1) Air Quality Conformity and Other Activities Associated with the Long-Range Transportation Plan; and 2) Mobile Emissions Analysis, Including Activities Associated with Climate Change Planning. The goal of this work activity is to conduct a wide range of analyses to quantify mobile-source emissions levels of various air pollutants, in support of air quality planning and development of Transportation Emissions Reduction Measures (TERMs). TPB staff is also actively involved with air quality-related State Implementation Plan (SIP) activities that determine how metropolitan areas will attain and maintain national air quality standards. SIP activities include the establishment of motor vehicle emission budgets (MVEBs) for criteria pollutants that are analyzed in air quality conformity work. This task also covers climate change mitigation activities, which strive to reduce greenhouse gas (GHG) emissions due to the on-road, transportation sector.

6.1 AIR QUALITY CONFORMITY AND OTHER ACTIVITIES ASSOCIATED WITH THE LONG-RANGE TRANSPORTATION PLAN

The 1990 Clean Air Act Amendments require MPOs to conduct detailed systems-level technical analyses to demonstrate that future mobile source emissions resulting from the region's plans and programs comply with federally approved motor vehicle emissions budgets. This task supports the

air quality conformity analyses and other air quality modelling to comply with federal regulations. This activity will encompass the following work tasks in FY 2025:

- Conduct the air quality conformity (AQC) analysis (i.e., travel demand modeling and mobile emissions modeling) of the constrained element of the TPB's 2025 Long-Range Transportation Plan (LRTP), known as Visualize 2050, and the current Transportation Improvement Program (TIP), which is a subset of the LRTP, and document findings in a report. Provide technical support for any other activities related to the LRTP.
- Conduct the AQC analysis of any off-cycle analysis, if requested by implementing agencies. This task may be funded from Technical Assistance accounts.
- Keep abreast of federal requirements and legislation related to air quality conformity determinations and the EPA's Motor Vehicle Emission Simulator (MOVES) software, especially the latest versions of this tool, MOVES3 and MOVES4.
- Begin to use MOVES4 for production work for development of state implementation plans for attainment of air quality standards and/or for conducting air quality conformity analyses.
- Continue working to incorporate Performance-Based Planning and Programming (PBPP) requirements pertaining to the Congestion Mitigation and Air Quality (CMAQ) Improvement Program into the planning process as it relates to the adopted LRTP.
- Maintain communication and consultation among transportation agencies, air agencies, and the public regarding air-quality-related matters in the region.

6.2 MOBILE EMISSIONS ANALYSIS AND CLIMATE CHANGE PLANNING

The goal of this task is to conduct a wide range of analyses to quantify mobile-source emissions levels of various air pollutants in support of air quality planning and development of Transportation Emissions Reduction Measures (TERMs). TPB staff is also actively involved with State Implementation Plan (SIP) activities that determine how metropolitan areas will attain and maintain national air quality standards. SIP activities include the establishment of mobile emission budgets for criteria pollutants that are analyzed in air quality conformity work. This task also covers climate change planning and mitigation activities, which strive to reduce greenhouse gas (GHG) emissions due to the on-road transportation sector.

- Support COG's Department of Environmental Programs (DEP) and state air agencies, in coordination with the Metropolitan Washington Air Quality Committee (MWAQC) and its subcommittees, in the development of state implementation plans (SIPs), such as attainment plans or maintenance plans, designed to allow the metropolitan Washington region to attain or maintain National Ambient Air Quality Standards (NAAQS), such as the 2008 Ozone NAAQS and/or the 2015 Ozone NAAQS. This work may include the development of motor vehicle emissions budgets (MVEBs), which are set in the SIP for use in the AQC analysis. This work would typically involve developing inventories of on-road mobile emissions for volatile organic compounds (VOC) and nitrogen oxides (NOx), two ozone precursors, using the EPA's MOVES model.
- Procurement and/or processing of vehicle registration/vehicle identification number (VIN) data for motor vehicle registrations, including possible consultant assistance (\$100k).

- Revisit opportunities to refresh inputs to the EPA's MOVES software in consultation with regional environmental and transportation agency partners.
- Keep abreast of MOVES model updates and best practices and conduct sensitivity tests of new versions of the MOVES model that may be released by EPA (e.g., MOVES3 and MOVES4).
- Begin to use MOVES4 for production work for development of state implementation plans for attainment of air quality standards and/or for conducting air quality conformity analyses.
- Working with COG's Office of Information Technology (IT), acquire and maintain the hardware and software needed to conduct regional mobile emissions modeling on computers and servers located at COG (on premises) and/or in the cloud (off premises).
- Provide technical support to COG/DEP staff regarding regional climate change planning and electric vehicle planning activities.
- Using various datasets, including periodic GHG emissions inventories developed by DEP staff and GHG inventories from the long-range transportation plan analysis, continue to track progress toward meeting the region's 2030 and 2050 on-road transportation sector GHG reductions goals.
- Keep abreast of federal requirements and legislation related to climate change and electric vehicle planning (e.g., new GHG PBPP, see Task 3), and work with our members and COG/DEP staff to comply with the new requirements. Even though the GHG PBPP targets will be set in FY 24, we anticipate modeling to support analyses during FY 25.
- Respond to technical requests from COG/DEP and from TPB member jurisdictions for readily available mobile emissions information.
- Follow established TPB interagency and public consultation procedures and coordinate with COG/DEP staff to involve the MWAQC in the public and interagency consultation process.

7. Transportation Research and Data Programs

OVERSIGHT	Various (see below)
MAJOR PRODUCTS	See program-specific products below
TOTAL COST ESTIMATE	\$

This task entails conducting and supporting regional travel trends research and travel monitoring using research, surveys data analytics to inform regional transportation planning, understanding, and decision making. This task includes developing and maintaining data management procedures and systems required to conduct these activities and to document and report on research findings using advanced reporting and visualization techniques.

7.1 TRANSPORTATION RESEARCH AND ANALYSIS

OVERSIGHT	TPB Travel Forecasting Subcommittee
MAJOR PRODUCTS	<ul style="list-style-type: none">• Presentations, visualizations, and information reports on travel monitoring and travel trends analyses• Workplan, including survey design and sampling plan, and documentation of initial activities for ongoing Regional Travel Survey.• Recommendations, workplan, and documentation of initial activities for Regional Transit Onboard Survey activities• Recommendations, workplan, and documentation of initial activities for Regional Bike Count Program along Regional Network
	Technical Support

Work under this activity focuses on regional transportation research activities, including data collection, surveys, analysis, and documentation. These activities will produce key information and findings that provide insights and understanding of regional travel trends as well as provide key inputs into the regional travel demand forecasting model.

This activity will encompass the following in FY 2025:

- Commence the Regional Travel Survey (RTS). This will entail implementing new procedures for collecting RTS data on an a more frequent basis than the conventional once-a-decade tempo that had been used previously. Activities will include procuring consultant support; developing the survey questionnaire, sampling techniques, and survey sample; and conducting pre-test; and initiating full field data collection in late FY 2025.

- Continue coordination of future transit on-board surveys (TOBS) to ensure that the surveys: 1) Are largely consistent across agencies; 2) Provide transit agencies the customer satisfaction, subsidy allocation, and Title VI demographic information that transit agencies need to carry out their mission; and 3) Provide COG/TPB staff the data needed to estimate, calibrate, and validate regional travel demand models, which support many transportation planning studies. This effort would be coordinated with other DTP teams, the TPB Travel Forecasting Subcommittee, and the TPB Regional Public Transportation Subcommittee. This item is also noted under Work Activity 5 (“Travel Forecasting”).
- Provide cross-program coordination support for all survey efforts. This may include, for example, collaborating with the Travel Forecasting and Emissions Analysis program staff, to develop and oversee a Transit On-board Survey (TOBS) to support regional travel demand forecasting activities, or with the Plan Development Coordination staff on public opinion survey(s) that may be conducted as part of the LRTP update.
- Perform and provide cross-program support to research and analysis efforts using a variety of analytical tools that support regional transportation planning activities and incorporate resulting data into department transportation data products and visualizations. This may include:
 - Research and update traffic volume data with AADT and AAWDT volume estimates, hourly directional traffic volume counts, and vehicle classification counts received from state DOTs and participating local jurisdiction agencies.
 - Performance Based Planning and Programming, bridge and pavement condition analysis
 - Baseline (existing) conditions for the LRTP performance analysis
- Perform travel monitoring studies based on programmatic needs of the regional travel demand forecasting model, PBPP requirements, and LRTP development activities.
- Develop a program to collect and report active transportation data along the National Capital Trail Network. This may include compiling data collected by other jurisdictions and/or collecting data in the field.
- Support use of planning tools in regional transportation planning practice and build staff technical capabilities to test and apply scenario planning tools in transportation planning studies and analyses. This may include the use of scenario planning tools intended to support complex “what if” analyses that examine the effects and impacts that could occur under varying future conditions.
- Provide briefings to the TPB, TPB Technical Committee, the Travel Forecasting Subcommittee, and other subcommittee and stakeholders, as appropriate, on analysis and findings of travel surveys and travel survey research, including comprehensive analysis of multiple surveys and the overall regional story they tell of travel in the region.
- Respond to inquiries from state and local government staff, survey participants, and the media concerning research, analysis, and findings developed in this task.

7.2 DATA MANAGEMENT AND VISUALIZATION SERVICES

OVERSIGHT

TPB Technical Committee

MAJOR PRODUCTS

- Data management plan recommendations and documentation
- Travel monitoring datasets to support PBPP and Gen3 modeling requirements
- Travel trends and dashboard and visualizations
- Technical reports/memoranda
- Presentations

This activity entails developing and supporting transportation data management procedures and systems and publishing findings from research through digital reporting and data visualization products. This includes hosting and managing data collected and compiled under this task and across numerous programs and developing visualizations of these data as part of research and analysis activities.

During FY 2025, key activities will also include:

- Develop and implement new plan to manage collection of important travel trends and travel behavior data and information on a more on-going basis. The plan will include 1) identifying and establishing a base set of data that can be refreshed and updated on a regular basis, 2) developing methodologies for more robust travel trends research and analysis, 3) developing plan and identifying resources to support continued update of data 4) leveraging appropriate data sources from partner agencies and other external sources, and 5) evaluate new data management techniques and software that may be considered for future applications in transportation research.
- Apply the use of Big Data to support travel trends and travel behavior analysis as well as supporting the estimating, calibrating, and validating the regional travel demand model. This will include developing and applying use cases to use Big Data in specific analyses to evaluate the efficacy and applicability of Big Data in regional travel research and analyses. This could include passively collected origin-destination (O-D) data, roadway speed/volume data, roadway congestion data, transit speed/volume data, or other similar data for other travel modes, such as biking (see Task #5, “Travel Forecasting” and Task #3, “Planning Elements”).
- Maintain and improve the Regional Transportation Data Clearinghouse as a GIS web-based application to distribute RTDC Data to TPB member agencies by ongoing system administration and updates. Promote the availability and use of the RTDC to local, state, and transit agency partners. Regularly publish and update the following resources on the Regional Transportation Data Clearinghouse (RTDC), as available:
 - Traffic volume and vehicle classification count data.
 - Regional average weekday transit ridership data

- Freeway and arterial road speed and level of service data
- Performance Based Planning and Programming Requirements data including Bridge and pavement condition data
- Socio-economic forecasting data
- Develop and maintain user-friendly and convenient travel trends information and visualizations, including a web-based dashboard that consolidates various regional transportation-related data and information products.
- Provide cross-program and/or cross-department support and coordination to
 - Identify opportunities to integrate additional datasets into the regional transportation data clearinghouse, travel monitoring dashboard, or other visualization products.
 - Connect internal and external stakeholders to data resources, including to support the development of the Gen3 Regional Travel Demand Model (see Task #5, “Travel Forecasting”).
 - Integrate data and products to be consistent across program areas to ensure consistency when presenting to TPB’s stakeholders/audience.
- Provide data and technical support to staff using GIS for development and distribution of data and information developed for TPB planning activities, including, among others, the development of the LRTP.
- Provide technical guidance and develop GIS-based products (web maps and applications, visualization, etc.) for TPB planning activities.
- Collaborate with other TPB staff on the development of new spatial data products that will enhance the visibility of TPB’s programs and planning activities to TPB’s stakeholders/audience. This may include an active transportation monitoring application for the National Capital Trail Network. Also, update existing products (e.g. “major projects map” and dashboard for LRTP).
- Respond to requests for TPB GIS metadata, databases, and applications.
- Coordinate regional GIS activities with state DOTs, WMATA, and the local governments through COG’s GIS Committee and subcommittees.
- Maintain and update GIS-related hardware and software used by staff for regional transportation planning activities.

8. Regional Land Use and Transportation Planning Coordination

OVERSIGHT

TPB Technical Committee

MAJOR PRODUCTS

- See program-specific products

TOTAL COST ESTIMATE

\$

This task coordinates local, state, and federal planning activities, develops population, household, and employment forecasts (Cooperative Forecasts) that are used as input into the TPB travel demand forecasting model, and facilitates the integration of land use and transportation planning in the region.

8.1 REGIONAL LAND USE AND TRANSPORTATION PLANNING COORDINATION

OVERSIGHT

TPB Technical Committee

MAJOR PRODUCTS

- Analysis of Activity Center and High-Capacity Transit Station area historic trends and forecasts
- Presentations, visualizations, and information reports
- Final Documentation on the Updated Regional Activity Centers Map
- Updated Cooperative Forecasting land activity forecasts and documentation, if necessary
- Technical support
- Annual Baseline Employment Guidance

Staff will continue to coordinate land use and regional transportation planning in the region. Central to this activity will be supporting ongoing activities of the Cooperative Forecasting Program, including any needed technical updates and analysis of important factors influencing growth assumptions and their implications for regional transportation planning. Activities required to coordinate the development of the Cooperative Forecasts and regional transportation planning will include:

- Support initiatives of COG Board of Directors and the TPB on matters related to the coordination and analysis of regional transportation and land use planning to support important regional policy discussions and decisions. This may entail analyzing the relationship between regional land use and transportation using a variety of analytical tools. These may include the use of scenario planning tools intended to support complex “what if” analyses that examine the effects and impacts that could occur under varying future land use and transportation conditions.

- Support the COG Planning Directors Technical Advisory Committee (PDTAC) in the coordination of local, state, and federal planning activities and the integration of land use and transportation planning in the region.
- Work with the Cooperative Forecasting and Data Subcommittee (CFDS) and the region's Planning Directors to develop technical updates to the Round 10 Cooperative Forecasts (population, household, and employment forecasts), if necessary.
- Complete documentation of the Updated Regional Activity Centers, updated as a result of the completion of Round 10.0 Cooperative Forecasts during FY 2024.
- Update and maintain Cooperative Forecasting land activity databases of TAZ-level population, household, and employment forecasts that are used as input into the TPB travel demand-forecasting model.
- Document key land use and transportation assumptions used in making updates to the Cooperative Forecasting land activity forecasts.
- Develop annual Baseline Employment Guidance update to support local governments preparing employment forecast estimates.
- Work with the CFDS to analyze results and implications of newly-released baseline data products such as the American Community Survey and the Bureau of Labor Statistics employment and labor force estimates for use in developing future updates to and assumptions in the Cooperative Forecasts. Continue to provide regular seminars and trainings on accessing and analyzing Census data and other data products to support local demographic analysis and small-area forecasting.
- Map and analyze updated Cooperative Forecasting growth forecasts in relation to updated COG Activity Centers, high-capacity transit locations, and Equity Emphasis Areas
- Respond to public and stakeholder comments on the Cooperative Forecasts and the Cooperative Forecasting process.
- Develop Travel Model Employment Definition Adjustment Factors, which are applied during post-processing to apply a consistent definition of employment to forecasts for use in the travel demand model.
- Provide continued support for the Transportation Analysis Zone (TAZ) system used in the regional travel demand forecasting model and the Cooperative Forecasting process, including any activities that may be necessary to make TAZ adjustments to support future model development processes.
- Conduct analysis related to regional land use and transportation in support of the development of the LRTP, as well as the consideration of equity in regional land use and transportation planning. This includes supporting LRTP performance analysis, baseline (existing conditions), and developing supporting graphics and visualizations to convey complex land use and transportation planning concepts to myriad stakeholders.
- Develop and publish economic, demographic and housing-related information products including the Regional Economic Monitoring System (REMS) reports, the annual "Commercial Development Indicators," the "Multi-family Rental Housing Construction" report, and economic and demographic data tables to be included in the Region Forward work program.
- Use TPB transportation planning data to update information for the approved COG Region Forward Targets and Indicators.

- Develop and publish analyses and user-friendly visualizations and tools of land use, demographic, socioeconomic, and other applicable data to support the TPB's initiative to optimize high-capacity transit areas (HCTs) and elevating Equity Emphasis Areas (EEAs) in its planning program.

DRAFT

9. Mobility and Enhancement Programs

OVERSIGHT

TPB Technical Committee

MAJOR PRODUCTS

- Solicit and select projects for FTA Section 5310 funding
- Regional Roadway Safety Program Assistance, including final reports, provided by consultant teams
- TAP Coordination and project selection
- TLC Technical Assistance including final reports, provided by consultant teams to localities
- Regional Peer Exchange Network Activities

TOTAL COST ESTIMATE

\$

The TPB solicits and selects projects for the following four programs. This activity will encompass the following work tasks in FY 2025:

9.1 ENHANCED MOBILITY GRANT PROGRAM

COG is the designated recipient for the FTA “Section 5310: Enhanced Mobility of Seniors and Individuals with Disabilities” program. This task includes:

- Support the implementation of the Coordinated Plan by furthering the goals and strategies in the plan to provide an array of transportation services and options to older adults and people with disabilities.
- The next solicitation begins in late 2025; there will be some preparations beginning at this time. EM 7 is FY 2026.
- The UPWP does not provide financial support to implement the projects and oversee the grants that have been awarded. These activities are funded by the FTA Section 5310 Program.

9.2 REGIONAL ROADWAY SAFETY PROGRAM

TPB Resolution R3-2021, adopted in July 2020, established the Regional Roadway Safety Program to assist its member jurisdictions and the region to develop and/or implement projects, programs, or policies to equitably improve safety outcomes for all roadway users. Specifically, the Regional Roadway Safety Program provides short-term consultant services to member jurisdictions or agencies to assist with planning or preliminary engineering projects that address roadway safety issues.

- Conduct a regional program that provides short-term consultant services to member jurisdictions or agencies to assist with planning or preliminary engineering projects that address roadway safety issues, including studies, planning, or design projects that will improve roadway safety and lead to a reduction in fatal and serious injury crashes on the region's roadways.
- Fund approximately three to eight technical assistance planning projects, or project design effort to achieve 30% completion, supported by UPWP core funding plus portions of the DDOT, MDOT, and VDOT Technical Assistance Programs (and potentially more projects if additional funding is provided by state or local agencies).
- Develop tools and activities to facilitate regional learning about roadway safety issues among TPB member jurisdictions through regional peer exchange.
- Provide staff support for project proposal solicitation, review, and conduct.

9.3 TRANSPORTATION ALTERNATIVES PROGRAM

- Conduct the selection process for small capital improvement projects using funding sub-allocated to the Washington metropolitan region through the state DOTs from the federal Transportation Alternatives Set-Aside Program (TAP).
- Promote TAP funding for projects that seek to complete the National Capital Trail Network (NCTN) or promote pedestrian and bicycle access in Transit Access Focus Areas (TAFAs). The TPB approved the NCTN and TAFA concepts and maps in July 2020.

9.4 TRANSPORTATION AND LAND USE CONNECTION PROGRAM

The TLC Program offers short term consultant technical assistance to local jurisdictions to advance planning activities that strengthen the connection between local land use and transportation planning. This activity will encompass the following work tasks in FY 2025:

- Fund at least six technical assistance planning projects.
- Fund at least one project to perform project design to achieve 30% completion.
- Develop tools and activities to facilitate regional learning about TLC issues among TPB member jurisdictions. Organize at least one regional meeting to facilitate an exchange of information about lessons learned from past TLC projects.
- Provide staff support for TLC Technical Assistance Projects to be conducted as part of the MDOT and VDOT Technical Assistance Programs and for other projects where additional funding is provided by state or local agencies.
- Promote TLC funding for projects that seek to complete the National Capital Trail Network (NCTN) or promote pedestrian and bicycle access in Transit Access Focus Areas (TAFAs). The TPB approved the NCTN and TAFA concepts and maps in July 2020, and updated the NCTN in February 2023.

10. TPB Management and Support

OVERSIGHT

Transportation Planning Board

MAJOR PRODUCTS

- Materials for the meetings of the TPB, Steering Committee, Technical Committee, and State Technical Working Group
- Responses to information requests from elected officials, federal agencies, and media
- Participation in external meetings related to the TPB work program
- FY 2025 UPWP

TOTAL COST ESTIMATE

\$

10.1 TRANSPORTATION PLANNING BOARD COMMITTEE SUPPORT AND MANAGEMENT AND UNIFIED PLANNING WORK PROGRAM

This activity includes support for the Transportation Planning Board (TPB), management activities not attributable to specific tasks in the work program, committee coordination and support, and development of the Unified Planning Work Program (UPWP).

TPB Committee Support and Management and UPWP

- Make all administrative arrangements and provide staff support for TPB, the TPB Steering Committee, the State Technical Working Group, the TPB Technical Committee, and special TPB work groups meetings.
- Maintain TPB Committee membership rosters and distribution lists and prepare meeting materials for TPB Committee meetings.
- Prepare the monthly Director's Report.
- Respond to periodic requests from TPB members, federal agencies, Congressional offices, media, and others for information or data of a general transportation nature.
- Meet with TPB Board members and participating agency staff to discuss current and emerging regional transportation planning issues.
- Respond to TPB correspondence and draft correspondence requested by the Board.
- Participate in meetings of other agencies whose programs and activities relate to and impact the TPB work program.
- Draft Memoranda of Understanding with other agencies for the TPB's review and approval.
- Participate in the Association of Metropolitan Planning Organizations (AMPO) and meetings.
- Coordinate TPB Planning Activities with Program Directors.
- Day-to-day management of and allocation of staff and financial resources.

- Monitor all work program activities and expenditures.
- Develop a Unified Planning Work Program (UPWP) that complies with anticipated metropolitan planning requirements in the Fixing America's Surface Transportation (FAST) Act.
- Supervise the preparation, negotiation, and approval of the annual work program and budget involving the State Transportation Agencies, the TPB Technical Committee, the TPB Technical Committee, the Steering Committee, and the TPB.
- Prepare monthly UPWP progress reports for each of the state agencies administering planning funding and prepare all necessary federal grant applications submissions.
- Review all monthly UPWP invoices going to each of the state agencies administering planning funding.
- Prepare the FY 2026 UPWP.

DRAFT

11. Technical Assistance

This TPB work program activity responds to requests for technical assistance from the state and local governments and transit operating agencies. This activity takes the form of technical work tasks in which TPB-developed tools, techniques, data, and capabilities are used to support DDOT, MDOT, VDOT, and regional transit agencies' sub-area planning, travel monitoring, travel modeling, and data collection efforts related to regional transportation planning priorities. The funding level allocated to technical assistance is an agreed upon percentage of the total new FY 2025 funding in the basic work program. The funding level for each state is an agreed-upon percentage of the total new FTA and FHWA planning funding passed through each state. The funding level for regional transit is an agreed upon percentage of the total new FTA funding. The specific activities and levels of effort are developed through consultation between the state and regional transit agency representatives and TPB staff. Specific technical assistance projects and work activities falling within the broad categories identified in this section are identified and coordinated through consultation with state departments of transportation and regional transit agencies throughout the fiscal year.

11.1. DISTRICT DEPARTMENT OF TRANSPORTATION

MAJOR PRODUCTS See program-specific products below

TOTAL COST ESTIMATE \$

1. Program Development, Data Requests and Miscellaneous Services

MAJOR PRODUCT Specific scopes of work, on-going activity

TOTAL COST ESTIMATE \$ TBD

This work activity supports staff time spent in developing scopes of work for requested projects and in administering the DC Technical Assistance work program throughout the year. Work activities involve meeting with DDOT staff to discuss proposed projects, drafting and finalizing work statements and tasks, creating project accounts when authorized, and progress reporting throughout the projects. Additionally, this project establishes an account to address requests which are too small or too short-lived to warrant separate scopes of work. Requests may include staff time to participate in technical review committees and task forces and execution of small technical studies.

2. Regional Roadway Safety Program

MAJOR PRODUCTS

- Work products in support of Regional Roadway Safety Program described in Task 9.2 To be completed by June 2025

TOTAL COST ESTIMATE \$ TBD

The Regional Roadway Safety Program is an effort to provide short-term consultant services to individual member jurisdictions to assist with planning or preliminary engineering projects that address roadway safety issues. Examples include studies, planning, or design projects that will improve roadway safety and lead to a reduction in fatal and serious crashes on the jurisdiction's roadways. The program was established by TPB in 2020. District of Columbia Technical Assistance funds provide additional technical assistance funding for the Regional Roadway Safety Program.

3. Transportation / Land Use Connections Program

MAJOR PRODUCTS

- **TLC Technical Assistance awards, technical reports from contractors, To be completed by June 2025**

TOTAL COST ESTIMATE

\$ TBD

The Transportation / Land Use Connections (TLC) program is an effort to provide technical assistance to local governments in the Washington region to facilitate integrating land use and transportation planning at the community level. Begun as a six-month regional pilot program in January 2007, this project has been very well received. The District of Columbia supplements this regional effort by allocating a portion of its Technical Assistance funds to provide additional TLC technical assistance funding for projects located in the District of Columbia. .

4. Other Tasks to Be Defined

TOTAL COST ESTIMATE

\$ TBD

This work element is established to respond to requests by DDOT for anticipated technical assistance work tasks that are not yet defined. These work tasks will be performed upon further specific authorization received from DDOT in FY 2025.

11.2. MARYLAND DEPARTMENT OF TRANSPORTATION

MAJOR PRODUCTS See program-specific products below

TOTAL COST ESTIMATE \$

1. Program Development, Data Requests and Miscellaneous Services

MAJOR PRODUCT • Specific scopes of work, on-going activity

TOTAL COST ESTIMATE \$ TBD

This work activity supports staff time spent administering the Maryland Technical Assistance work program throughout the year. Work activities would involve meetings with participating agencies to discuss proposed/new projects, development of monthly progress reports, budgetary reporting and technical quality control. This work task also includes staff time needed for the development of the annual planning work program.

2. Project Planning, Feasibility, and Special Studies

MAJOR PRODUCT • Specific scopes of work, on-going activity

TOTAL COST ESTIMATE \$ TBD

This work task will provide funding to support technical support on feasibility/special studies as well as staff time associated with the development of scopes of work, interagency coordination, and technical analyses associated with travel demand modeling, evaluation of alternatives and coordination with other governmental entities and consultants, as requested by MDOT, SHA and other agencies in Maryland. Work may include but is not limited to technical support in ongoing corridor/subarea studies, initiating new studies ranging from major new corridor analyses to the development of travel demand forecasts for individual facilities, scenario analyses, and travel demand modelling. Project authorizations may occur throughout the fiscal year as priorities dictate to address transportation planning initiatives and strategic goals of MDOT, SHA and other agencies.

3. Transportation / Land Use Connections Program

MAJOR PRODUCTS

- **TLC Technical Assistance awards, technical reports from contractors, To be completed by June 2025**

TOTAL COST ESTIMATE \$ TBD

The Transportation / Land Use Connections (TLC) program is an effort to provide technical assistance to local governments in the Washington region to facilitate integrating land use and transportation planning at the community level. Begun as a six-month regional pilot program in January 2007, this project has been very well received. MDOT supplements this regional effort by allocating a portion of its Technical Assistance funds to provide additional TLC technical assistance funding for Maryland jurisdictions.

4. Regional Roadway Safety Program

MAJOR PRODUCTS

- **Work products in support of Regional Roadway Safety Program described in Task 9.2, To be completed by June 2025**

TOTAL COST ESTIMATE \$ TBD

The Regional Roadway Safety Program is an effort to provide short-term consultant services to individual member jurisdictions to assist with planning or preliminary engineering projects that address roadway safety issues. Examples include studies, planning, or design projects that will improve roadway safety and lead to a reduction in fatal and serious crashes on the jurisdiction's roadways. The program was established by TPB in 2020. Maryland Technical Assistance funds provide additional technical assistance funding for the Regional Roadway Safety Program.

5. Other Tasks to be defined

TOTAL COST ESTIMATE \$ TBD

This work element is established to respond to requests by MDOT and SHA for anticipated technical assistance work tasks that are not yet defined. These work tasks will be performed upon further specific authorization from MDOT and MDSHA in FY 2025.

11.3. VIRGINIA DEPARTMENT OF TRANSPORTATION

MAJOR PRODUCTS See program-specific products below

TOTAL COST ESTIMATE \$

1. Program Development, Data Requests, and Miscellaneous Services

MAJOR PRODUCT • Specific scopes of work, on-going activity

TOTAL COST ESTIMATE \$ TBD

This work activity supports staff time spent administering the VA Technical Assistance work program throughout the year. Work activities include meetings with participating agencies to discuss proposed/new projects, development of monthly progress reports, budgetary reporting and technical quality control. This work task also includes staff time to process requests for data/documents received from local jurisdictions in Northern Virginia as advised by VDOT throughout the year.

2. Travel Monitoring and Survey

MAJOR PRODUCT • Program management plan, data and analysis, technical memorandum – on-going activity

TOTAL COST ESTIMATE \$ TBD

This work activity supports an ongoing continuous program to monitor travel and system performance on major commuting routes in Northern Virginia, with a goal to collect travel monitoring data for each major route on a 2 to 3-year cycle. Collected data and system performance analysis will include volume and occupancy data, travel time data, and other information. This travel monitoring program will also include collection of bicycle and pedestrian data at various locations throughout Northern Virginia, as identified by VDOT.

3. Travel Demand Modeling

MAJOR PRODUCT • Model output, technical memoranda, on-going activity

TOTAL COST ESTIMATE \$ TBD

This work activity is designed to assist VDOT with the use of results from the regional transportation travel demand model to support various transportation planning efforts and studies in Northern Virginia. Specific tasks undertaken will be identified throughout the year and are likely to include: developing forecasts and/or extracting specific information from the regional model forecasts for specific scenarios/options evolving out of ongoing studies and/or project planning efforts; and assistance with documentation, training and customization of the regional travel demand forecasting model for the Northern Virginia sub-area per VDOT's requirements.

4. Transportation / Land Use Connections Program

MAJOR PRODUCTS

- **TLC Technical Assistance awards, technical reports from contractors,
To be completed by June 2025**

TOTAL COST ESTIMATE \$ TBD

The Transportation / Land Use Connections (TLC) program is an effort to provide technical assistance to local governments in the Washington region to facilitate integrating land use and transportation planning at the community level. Begun as a six-month regional pilot program in January 2007, this project has been very well received. VDOT supplements this regional effort by allocating a portion of its Technical Assistance funds to provide additional TLC technical assistance funding for Virginia jurisdictions.

5. Regional Roadway Safety Program

MAJOR PRODUCTS

- **Work products in support of Regional Roadway Safety Program described in Task 9.2,
To be completed by June 2025**

TOTAL COST ESTIMATE \$ TBD

The Regional Roadway Safety Program is an effort to provide short-term consultant services to individual member jurisdictions to assist with planning or preliminary engineering projects that address roadway safety issues. Examples include studies, planning, or design projects that will improve roadway safety and lead to a reduction in fatal and serious crashes on the jurisdiction's roadways. The program was established by TPB in 2020. Virginia Technical Assistance funds provide additional technical assistance funding for the Regional Roadway Safety Program.

6. Other Tasks to be Defined

TOTAL COST ESTIMATE \$ TBD

This work element is established to respond to requests by VDOT and VDRPT for anticipated technical assistance work tasks that are not yet defined. These work tasks will be performed upon further specific authorization from VDOT and VDRPT in FY 2025.

11.4. REGIONAL TRANSIT TECHNICAL ASSISTANCE

MAJOR PRODUCTS See program-specific products below

TOTAL COST ESTIMATE \$

1. Program Development, Data Requests and Miscellaneous Services

MAJOR PRODUCT • Specific scopes of work, on-going activity

TOTAL COST ESTIMATE \$ TBD

This work activity supports staff time spent in developing the scopes for requested work tasks and administering the Regional Transit Technical Assistance work program throughout the year. Work activities include meeting with regional transit agency staff to discuss projects, drafting and finalizing work statements and tasks, creating project accounts when authorized, and reporting progress on projects throughout the year. In addition, this project will provide staff with resources to attend required meetings at regional transit agencies.

2. Transit Within Reach Program

MAJOR PRODUCTS • Technical Assistance awards, technical reports from contractors,
To be completed by June 2025

TOTAL COST ESTIMATE \$ TBD

The Transit within Reach program will offer short-term consultant technical assistance to advance design projects to improve bike and walk connections to TPB Transit Access Focus Areas. The program will feature a competitive solicitation process to select qualifying projects to be funded

3. Other Tasks to be Defined

TOTAL COST ESTIMATE \$ TBD

This work element is established to respond to requests by regional transit agencies for anticipated technical assistance work tasks that are not yet defined. These work tasks will be performed upon further specific consultation with regional transit agencies in FY 2025.

Continuous Airport System Planning Program

OVERSIGHT

TPB Aviation Technical Subcommittee

MAJOR PRODUCTS

- Process 2023 Regional Air Passenger Survey, Phase 2
- Air Cargo Element Update
- 2023 Ground Access Forecast and Element Update
- 2025 Ground Access Travel Time Study Update

TOTAL COST ESTIMATE

\$ (Not funded with federal UPWP funding)

The purpose of the CASP program is to provide a regional process that supports the planning, development, and operation of airport and airport-serving facilities in a systematic framework for the Washington-Baltimore Air Systems Planning Region, which includes the region's three major commercial airports: Baltimore-Washington International Thurgood Marshall Airport (BWI), Ronald Reagan Washington National Airport (DCA), and Washington Dulles International Airport (IAD). Oversight of the program is the responsibility of the TPB Aviation Technical Subcommittee. The major elements of the CASP program have now been consolidated into a reoccurring two-year cycle based on available and anticipated FAA funding. The CASP work program elements for the for FY 2025 UPWP cycle are as follows:

Process 2022 Baltimore-Washington Regional Air Passenger Survey (APS), Phase 2

The purpose of the APS is to collect information about travel patterns and user characteristics of air passengers using the three major commercial airports—Ronald Reagan Washington National Airport (DCA), Washington Dulles International Airport (IAD), and Baltimore-Washington International/Thurgood Marshall Airport (BWI)—and to help determine airport terminal and groundside needs. Data from the air passenger surveys provide the basis for analysis of major changes in airport use in the region. Funding for survey design, sample generation, and data collection for the 2022 Regional Air Passenger Survey will be provided by the Metropolitan Washington Airports Authority (MWAA) and the Maryland Aviation Administration (MAA) of the Maryland Department of Transportation (MDOT). The processing of the data collected in the 2023 Regional Air Passenger Survey will be carried out in this UPWP project.

Phase 1 included: (1) survey operations and data collection, (2) data editing, (3) finalizing the survey database, and (4) producing the survey General Findings Report and corresponding visualization and information products.

Phase 2 of this project provides for the continued processing of data collected in the 2023 Regional Air Passenger Survey. In Phase 1, data collected as part of the survey was corrected and geocoded and the 2023 Air Passenger Survey database was finalized in preparation for data analysis.

Specific tasks to be completed in Phase 2 are: data expansion, data tabulation, data analysis. During this process detailed statistical analysis of the survey is conducted, which ultimately results in summarization of the survey findings. Findings are summarized by the various characteristics of the air passengers, characteristics of their ground access trips (work vs. non-work, resident vs. non-resident, mode of access, airport preference, etc.) as well as the geographic characteristics of ground access trips. Analysis concludes with the production of summary tables and charts, and GIS-based maps that will be incorporated the final survey report. The products for this phase will be the preparation of a summary findings and a final full technical report.

Air Cargo Element Update

The purpose of this project is to update the Ground Access/Air Cargo Element of the Regional Airport System Plan to examine ground accessibility for both air passengers and cargo. Maintaining ground access to the region's airports by both passengers and cargo provides significant benefits to the region's economy. However, ground access and landside congestion problems are expected to increase in the future. These ground access problems could adversely impact airport use in the Washington-Baltimore region. This update, which was begun in FY 2024, will provide an analysis of current and forecast ground access problems at Ronald Reagan Washington National, Washington Dulles International, and Baltimore-Washington International Thurgood Marshall Airports. It will analyze how current and future traffic congestion affects access to the airports by passengers and cargo. It will also look at overall conditions and demand for air cargo facilities in the region. Further, this plan element will integrate airport system ground access and facility planning into the overall regional transportation planning process for the National Capital Region and include recommendations for improving ground access to the region's airports.

2023 Ground Access Forecast and Element Update

The update of forecasts of ground access trips to the region's three commercial airports is an important step in the airport systems planning process. This project will use the results of the 2023 Regional Air Passenger Survey together with the latest available airport terminal area forecasts and land activity forecasts of future growth in the Washington-Baltimore region to update forecasts of ground access trips from local area Aviation Analysis Zones (AAZ) to each of the region's three commercial airports.

As part of this project, the Ground Access Element of the Regional Airport System Plan will be updated using the results of the most recent Regional Air Passenger Surveys and the latest Updated Ground Access Forecasts. Ground access and landside congestion problems are expected to increase in the future. In turn, these ground access problems could adversely impact airport use in the Washington-Baltimore region. This update will provide an analysis of current and forecast ground access problems at Ronald Reagan Washington National, Washington Dulles International, and Baltimore-Washington International airports. This plan element will also integrate airport system ground access and facility planning into the overall regional transportation planning process for the National Capital Region and include recommendations for improving ground access to the region's airports.

2025 Ground Access Travel Time Study Update

A critical and often overlooked component of the region's airport system is the transportation linkage between the airports and the surrounding communities. Travel time, quality of service and costs associated with the ground journey to the airport have been shown to affect the choice of airport and even the decision to travel by air. This study will permit analysis of travel time trends to the three commercial airports, as well as analysis of any new transportation improvements.

The purpose of the Ground Access Travel Time Study Update, which will begin during FY 2025, is threefold: (1) provide current data on travel times and levels of services for highway and transit access to the region's three commercial airports in support of airport access planning activities; (2) analyze changes in peak-period delay and levels of service on principal airport serving roadways and transit facilities; and (3) analyze changes in highway and transit accessibility to airports resulting from recent highway and transit improvements.

**IV. PROPOSED FY 2025 STATE TRANSPORTATION
AGENCY STATE PLANNING AND RESEARCH
PROGRAMS (SPR)**

DRAFT

District of Columbia Department of Transportation (DDOT)

The following presents the types of activities that DDOT uses Statewide Planning and Research Program (SPR) funding to implement.

STATE AND REGIONAL PLANNING

Responsible for developing and administering plans and programs related to the District's statewide and regional transportation networks including the development of the State Planning and Research Program (SPR); Regional Planning including STIP maintenance and updates; and update to the District's Long Range Transportation Plan (moveDC).

NEIGHBORHOOD AND PROJECT PLANNING

Provide oversight and direction for neighborhood planning efforts. Coordinate with local and federal agencies on development review projects and public space use. Provide ongoing planning, management and research on transportation planning studies, operations and policies. Sustain programs such as Streateries and Open Streets.

FREIGHT PLANNING

Responsible for implementation of the State Freight Plan Update. The DDOR Freight Program and Vehicle Size and Weight program work to help meet multimodal and intermodal freight mobility needs/activities and provides guidance on issues related to freight movement in the District.

PROJECT DELIVERY

Ensure decisions made on a project level reflects the priorities of the agency; and are aligned with the goals of the department. Streamline and improve the efficiency of project completion from start to finish.

EQUITY AND INCLUSION DIVISION

The Equity and Inclusion Division administers compliance programs and policies related to Civil Rights for the District Department of Transportation. The office is responsible for ensuring agency compliance with Equal Access for People with Disabilities - Title I, II, and IV, Equal Opportunity Program - Title VI, Equal Employment Opportunity Program - Title VII, and Business Opportunity and Workforce Development Center. The Equity and Inclusion Division also developed DDOT's equity assessment tool. The tool asks staff to consider and report several equity focused factors regarding project and program ideas seeking funding.

DATA COLLECTION AND ANALYSIS

Oversee pavement data collection and the condition of Highway Performance Monitoring System (HPMS) used for determining the condition, maintenance, and rehabilitation/reconstruction of the District's highways; used in the federally mandated annual HPMS submittal; and supports asset management.

COUNCIL OF GOVERNMENTS (COG) TECHNICAL ASSISTANCE

DDOT will hire a consultant to conduct traffic counts for the Highway Performance Monitoring Systems (HPMS). This technical assistance support in the past was funded through the Unified Planning Work Program.

TRANSPORTATION PLANNING CONTRACTUAL SERVICES

DDOT will hire a consultant to provide transportation planning support on an on-call basis. Create Purchase Order for Truck Size and Weight Scale Calibration. Create Purchase Order to conduct manual bicycle counts in the District. Conduct ad hoc revisions and updates to the District's Design and Engineering Manual to ensure best practices in transportation infrastructure design are maintained.

PROGRAM FUNDING

The FY 2025 budget is \$2,981,283 (Federal = \$2,385,026 and District = \$596,256).

DRAFT

Maryland Department of Transportation State Highway Administration (MDOT SHA)

SYSTEMS AND PROGRAMMING

- Preparation and development of the six-year Consolidated Transportation Program (CTP) and preparation of the Annual Statewide Transportation Improvement Program (STIP)
 - Develop the FY 2024-2029 CTP.
 - Coordinate with appropriate state and local planning staffs, MPOs, and state, county, and municipal elected officials.
 - Prepare presentation materials for the Annual CTP Tour consultation with local elected officials.
 - Prepare and submit an annual program for use of available federal funds in accordance with Title 23 U.S.C. and the Infrastructure Investment and Jobs Act (IIJA) (also known as the Bipartisan Infrastructure Law).
 - Coordinate the STIP with the regional TIPs, CTP, and local jurisdictions' highway improvement programs.
- Regional Planning
 - Coordinate between all levels of federal, state, and local governments to ensure that transportation plans are compatible.
 - Review agency and local programs/plans via the state Clearinghouse process.
 - Coordinate and review county and municipal master plans.
 - Assess transportation impacts of proposed major development projects.
 - Work with the MPOs in modifying and adhering to their planning process.
 - Work with the MPOs in the development of the UPWPs, CLRPs, TIPs, air quality conformity determinations, and management systems.
 - Update the Highway Needs Inventory (HNI).
 - Evaluate long-term highway needs and investment levels for various program categories and sub-categories.
 - Review and provide input on updates to the statewide long-range plan.
 - Develop the 2024 Annual Attainment Report on Transportation System Performance.
- Congestion Management and Spot and Safety Improvement Project Development
 - Prepare responses to elected officials and community members regarding traffic safety and operational concerns.
 - Development of updates to MDOT SHA guidelines, standards, and policies related to traffic safety and operations.
 - Study locations identified as safety concerns such as Candidate Safety Improvement Locations and develop concepts and strategies to mitigate the identified concerns.
 - Evaluate existing pedestrian and bicycle facilities and develop plans to improve non-vehicular infrastructure.
 - Conduct annual review of all School Zones.

TRAFFIC

Traffic Monitoring Program

- Monitor the characteristics of highway traffic.
- Enhance procedures to collect, process, and disseminate traffic data.
- Ensure that the traffic monitoring system meets state needs and the requirements and guidelines set forth by FHWA and AASHTO.
- Study and, as appropriate, implement methods to improve the efficiency and effectiveness of traffic monitoring through statistical analysis.
- Improve the monitoring of traffic on freeways, particularly in urban areas.
- Ensure the collection of traffic volume, classification and weight data on SHRP monitoring sites.

Highway Statistics

- Mileage – Federal-Aid System
 - Develop new Federal Functional Classification and NHS maps and mileage tables for approval and distribution.
 - Update and maintain statistical records summary tables.
- State and Local Highway, Data Collection, Analysis and Distribution
 - Solicit, receive, and process reports from local jurisdictions regarding road improvements, mileage, etc.
 - Collect, update, and maintain data used for the Universe portion of the HPMS submission.
 - Update and maintain the highway information databases to meet on-going state and federal requirements.
 - Provide data used for the update of MDOT SHA's highway maps.

Highway Performance Monitoring System (HPMS)

- Update the HPMS database including revisions to any data elements, maintain sample size requirements to accurately reflect system-wide conditions, and submit an updated HPMS data file and related reports and data files.

Special Studies – Preliminary Studies

- Prepare engineering and feasibility studies.
- Develop preliminary purpose and need statements.
- Develop access control plans for selected primary highway corridors.
- Prepare interstate access point approval requests.

MDOT State Highway Administration Estimated FY 2024 State Planning & Research Program Elements Supporting the Washington Area Work Program	
ITEM	AMOUNT
Systems & Programming	
CTP Development	\$ 253,838
Regional Planning	\$ 573,298
Congestion Management and Spot and Safety Improvement Project Development	\$3,898,118
Traffic Monitoring Program	\$1,116,570
Highway Statistics	\$1,036,016
Highway Performance Monitoring System	\$12,422
Special Studies	\$ 586,925
TOTAL	\$7,477,187

DRAFT

Virginia Department of Transportation (VDOT)

SPR FUNDS FOR DISTRICT PLANNING ANNUAL ACTIVITIES

Metropolitan Planning Support Activities

This element represents the various activities undertaken by Northern Virginia District Planning and Investment Management staff (with support from the VDOT Central Office staff as needed) in the development and implementation of the various elements/work tasks in the MPO's FY 2024 Unified Planning Work Program (UPWP) and the annual work program of the Metropolitan Washington Air Quality Committee and the regional Climate, Energy, Environment Policy Committee. Planned work items, to be conducted mostly by in-house staff, include:

The Department's participation in all work activities associated with the work programs of the: (a) Transportation Planning Board (TPB), (b) Metropolitan Washington Air Quality Committee (MWAQC); (c) Climate Energy, Environment Policy Committee (CEEPC); and Multi-Sector Working Group on Greenhouse Gas Emissions.

Oversight of the TPB/MWCOG activities such as: development/update of the long-range transportation plan, TIP, regional air quality conformity analysis, regional Freight Plan, Congestion Management Program report, Commuter Connections program, and other regional studies undertaken by the MPO (e.g., Household Travel Survey, State of the Commute Survey, Modeling).

Regional air quality planning related activities undertaken by MWAQC and CEEPC, including: development of PM2.5 Maintenance Plan, Ground-Level Ozone NAAQS Attainment SIP, Clean Air Partners program, voluntary action to help reduce regional greenhouse gases.

Statewide Planning Support Activities

This element of the SPR work program provides for staffing within the Northern Virginia District Planning section to participate in and provide assistance to Transportation and Mobility Planning Division and other sections within the Department and the local agencies in a variety of tasks including:

Corridor and sub-area studies to identify either multi-modal or mode specific improvements to the transportation system addressing specific congestion/mobility challenges in the near-, mid-, or long-term. Examples of such studies currently underway in FY 2023 include: Route 1 Multimodal study in Arlington County; Fairfax County Route 1 BRT study; STARS Program Corridor Improvement studies; Smart Scale performance-based project prioritization and funding process.

Ongoing planning functions supported by SPR funding include:

Provide inputs and review of the findings and recommendations for the State LRP (VTRANS); assist with development and implementation of the Smart Scale Project Prioritization process;

Regular and ongoing update of the Statewide Planning System inventory and traffic forecasts;

Provide a dedicated full time Bicycle and Pedestrian Coordinator;

Provide input and review of federal functional classification updates; and

Provide assistance with General Assembly legislative impact statements and studies.

Project Development Support Activities

This element of the SPR work program represents the District Planning section staff working to:

Prepare and/or review traffic forecasts for project design (LD-104) and environmental documents (Project level conformity analysis for Noise, Air and other pollutants for NEPA documents).

Conduct and/or assist in the conduct of transportation planning studies initiated by VDOT and/or localities such as Comprehensive Plan updates, Transit Development Plan studies, corridor and sub area studies. etc.

Participate in the development and/or review of the traffic forecasts for IMR and IJR as developed for/by the VDOT PE and/or L&D sections of the District.

Review and comment on various Environmental Impact Reports received by the District as part of VDOT's role in Inter-agency consultation process.

Assist the Transportation and Land Use directors in the review and planning of project activities such as location and design of Park-and-Ride lots.

Local Planning Activities

This element outlines activities undertaken by the District Planning section staff to assist the planning activities at the locality level.

Locally prepared transportation studies: Participate in discussions on the scope of work for the conduct of Traffic Impact Analysis (TIA) reports by localities in response to proposed Comprehensive Plan/Master Plan amendment/Small Area Plans; review and comment on TIAs and/or CTIAs submitted by the localities to VDOT in part complying with the requirements of VA Code chapter 870.

Assist in the development of the transportation portion of local comprehensive/master plans as needed.

Provide transportation technical assistance to localities including in the development of travel demand models; applying travel demand model for project and/or locality planning levels.

SPR FUNDS FOR SPECIAL STUDIES TO BE CONDUCTED BY CONSULTANTS OR ENTITIES OTHER THAN DISTRICT STAFF (LIST EACH STUDY INDIVIDUALLY)

In addition to supporting staff planning activities, SPR funding is used to fund special plans and studies requiring outside consultants. This takes two different forms, depending on the size, complexity and budget of the project.

Major SPR Special Projects: These are projects that require major funding (generally over \$500,000) and time commitments and procurement of consultants. There are no current or anticipated Major SPR projects.

On-Call Consultant Plans and Studies: VDOT uses SPR funds to support routine planning projects, generally with budgets under \$500,000 and requiring consultants. VDOT procures on-call consultants for 2-year contracts and assigns the appropriate consultant team to work on District-level projects as needed. VDOT also conducts Strategically Targeted and Affordable Roadway Solutions (STARS) studies using SPR funds. STARS studies evaluate existing conditions data and

traffic forecasts and develop project alternatives to address identified needs prior to a project being submitted for implementation funding. STARS studies that will be underway in FY 23 include:

- Route 606 (Old Ox Rd) from Route 267 (Dulles Greenway) Ramps to Route 28 (Sully Rd)
- Route 789 (Commerce St) from Franconia Rd to Backlick Rd
- Route 644 (Franconia Rd) from Backlick Rd to Commerce St/Loisdale Rd
- Dale Blvd from I-95 Ramps to Potomac Center Blvd/Neabsco Mills Rd

DRAFT

V. APPENDIX

Additional Tables

- Table A: Revenue - Detailed FY 2021 TPB Proposed Funding by Federal, State, and Local Sources (July 1, 2023 to June 30, 2024)

Memoranda of Understanding

- Fredericksburg Area Metropolitan Planning Organization (FAMPO)
- Calvert-St. Mary's Metropolitan Planning Organization (C-SMMPO)

DRAFT

Table A: Revenue - Detailed FY 2022 TPB Proposed Funding by Federal, State, and Local Sources (July 1, 2024, to June 30, 2025)

	FTA			FHWA			FHWA	FED	LOCAL	
	SECT 5303 80%	State 10%	Local 10%	PL FUNDS 80%	State 10%	Local 10%	Safety Set-Aside	CASP (FAA 90%) SPR (FHWA 80%)	CASP (10%) SPR (20%)	Totals
DDOT ALLOCATIONS										
NEW FY 2022	\$ 531,478	\$ 66,435	\$ 66,435	\$ 2,328,552	\$ 291,069	\$ 291,069	\$ 74,633			\$ 3,649,670
PRIOR UNEXPENDED	\$ 135,898	\$ 16,987	\$ 16,987	\$ 493,128	\$ 61,641	\$ 61,641	\$ -			\$ 786,283
CARRYOVER FY 2021	\$ 74,593	\$ 9,324	\$ 9,324	\$ 354,464	\$ 44,203	\$ 44,203	\$ -			\$ 536,321
SUBTOTAL - DC	\$ 741,969	\$ 92,746	\$ 92,746	\$ 3,176,144	\$ 397,018	\$ 397,018	\$ 74,633			\$ 4,972,274
MDOT ALLOCATIONS										
NEW FY 2022	\$1,801,623	\$225,203	\$225,203	\$ 4,582,760	\$ 572,845	\$ 572,845	\$ 125,306			\$ 8,105,785
PRIOR UNEXPENDED	\$ 253,090	\$ 31,636	\$ 31,636	\$ 707,552	\$ 88,444	\$ 88,444	\$ -			\$ 1,200,802
CARRYOVER FY 2021	\$ 173,037	\$ 21,630	\$ 21,630	\$ 437,157	\$ 51,652	\$ 51,652	\$ -			\$ 832,817
SUBTOTAL - MD	\$2,227,750	\$278,469	\$278,469	\$ 5,727,469	\$ 722,941	\$ 722,941	\$ 125,306			\$ 10,139,404
VA DOT ALLOCATIONS										
NEW FY 2021	\$1,629,264	\$203,658	\$203,658	\$ 4,339,839	\$ 542,242	\$ 542,242	\$ 115,518			\$ 7,574,521
PRIOR UNEXPENDED	\$ 207,352	\$ 25,919	\$ 25,919	\$ 607,818	\$ 75,977	\$ 75,977	\$ -			\$ 1,018,962
CARRYOVER FY 2021	\$ 140,507	\$ 17,563	\$ 17,563	\$ 381,783	\$ 47,723	\$ 47,723	\$ -			\$ 652,862
SUBTOTAL - VA	\$1,977,123	\$247,140	\$247,140	\$ 5,327,539	\$ 665,942	\$ 665,942	\$ 115,518			\$ 9,246,345
TOTAL FHWA/FTA FUNDING ALLOCATIONS										
NEW FY 2022	\$3,962,364	\$495,296	\$495,296	\$ 11,249,251	\$ 1,406,156	\$ 1,406,156	\$ 315,457			\$ 19,329,976
PRIOR UNEXPENDED	\$ 596,340	\$ 74,543	\$ 74,543	\$ 1,808,498	\$ 226,062	\$ 226,062	\$ -			\$ 3,006,047
CARRYOVER FY 2021	\$ 388,137	\$ 48,517	\$ 48,517	\$ 1,229,463	\$ 153,683	\$ 153,683	\$ -			\$ 2,022,000
SUB-TOTAL - FHWA-FTA	\$4,946,841	\$618,355	\$618,355	\$ 14,287,211	\$1,785,901	\$1,785,901	\$ 315,457			\$ 24,358,023
TOTAL BASIC UPWP	\$4,946,841	\$618,355	\$618,355	\$ 14,287,211	\$1,785,901	\$1,785,901	\$ 315,457			\$ 24,358,023
CASP PROGRAM								\$ 607,500	\$ 67,500	\$ 675,000
SPR PROGRAM								\$ 198,400	\$ 49,600	\$ 248,000
GRAND TOTAL UPWP	\$4,946,841	\$618,355	\$618,355	\$ 14,287,211	\$1,785,901	\$1,785,901	\$ 315,457	\$ 805,900	\$ 117,100	\$ 25,281,023

**AN AGREEMENT FOR COOPERATIVELY CONDUCTING THE METROPOLITAN
TRANSPORTATION PLANNING AND PROGRAMMING PROCESS IN THE
PORTION OF THE METROPOLITAN WASHINGTON, DC-VA-MD URBANIZED AREA
WITHIN THE FREDERICKSBURG AREA METROPOLITAN PLANNING
ORGANIZATION'S BOUNDARIES**

THIS AGREEMENT, made and entered into as of this 19th day of May 2021 by and between the FREDERICKSBURG AREA METROPOLITAN PLANNING ORGANIZATION, hereinafter referred to as FAMPO and the NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD, which is the metropolitan planning organization for Northern Virginia (the jurisdictions contained in Virginia Planning District 8), Washington, D.C. and the suburban Maryland jurisdictions, and hereinafter referred to as the TPB, for the purpose of identifying the roles and responsibilities for cooperatively conducting the metropolitan transportation planning and programming process in the FAMPO portion of the metropolitan Washington, DC-VA-MD Urbanized Area (Washington D.C. UZA).

WHEREAS, 23 U.S.C. 134, 23 U.S.C. 150, and 49 U.S.C. 5303 mandate the establishment of a metropolitan planning organization (“MPO”) in each US Bureau of Census defined “urbanized area” with a population of more than 50,000 individuals and as a condition to the receipt of Federal capital or operating assistance, which shall have a continuing, cooperative and comprehensive transportation (3-C) planning process carried out by a MPO in cooperation with the States and their local jurisdictions that results in plans and programs consistent with the planned development of the “urbanized area” pursuant to the foregoing statutes; and

WHEREAS, since 1965 the TPB has been the designated MPO for the Washington, DC-MD-VA UZA, and FAMPO the designated MPO for the Fredericksburg urbanized area, each with its own and distinct metropolitan planning area (MPA) including the respective urbanized areas and its vicinity, as depicted in figure 1, and have, pursuant with 23 CFR 450, independently executed a federal planning agreement (herein referred to as the 3-C agreement) among the MPO, the State(s), and the providers of public transportation serving the planning area identifying their mutual responsibilities in carrying out the metropolitan transportation planning process; and

WHEREAS, based on US Census since the Washington, DC-MD-VA UZA population exceeded 200,000 it was classified as a Transportation Management Area (TMA) with additional metropolitan planning requirements placed on the TPB, while the Fredericksburg urbanized population, thru the 2010 US Census, was below 200,000 and hence was not designed a TMA and FAMPO had no additional metropolitan planning requirements beyond that of a MPO; and

WHEREAS, the additional responsibilities for a TMA specifically includes responsibilities to have a Congestion Management Process pursuant to 23 U.S.C. 134 and 49 U.S.C. 5303, programming Surface Transportation Program (STP) funds sub-allocated to the TMAs pursuant to 23 U.S.C. section 133, as amended, and a process for selecting projects for receipt of STP funds sub-allocated to a TMA as per 23 C.F.R. 450.332.(c) , as amended; and

WHEREAS, based on the year 2000 census data, the US Bureau of Census updated the urbanized area boundaries and included the northern portion of Stafford County as part of the Washington, DC-MD-VA UZA; and

WHEREAS, the northern portion of Stafford County added to the Washington, DC-MD-VA UZA was of FAMPO's metropolitan planning area (not urbanized area) as depicted in Figure 2; and

WHEREAS, as part of the process of re-evaluation of the MPO planning boundaries after the year 2000 census and as an outcome of discussions between the representatives of the TPB, Commonwealth of Virginia, Maryland, and Washington D.C. transportation department, **Federal Highway Administration (FHWA)**, **Federal Transit Administration (FTA)**, FAMPO and Stafford County held, in 2004; and

WHEREAS, pursuant to provisions of 23 U.S.C. 134, and 49 U.S.C. 5303 and applicable federal regulations and guidance it was collectively agreed to not expand the TPB's planning boundary and instead have the FAMPO continue conducting the metropolitan planning functions for Stafford county with the additional requirement that FAMPO undertake the additional responsibilities TMA applicable to the northern portion of Stafford County that is part the Washington, DC-MD-VA UZA; and

WHEREAS, the parties executed an agreement for cooperatively conducting the metropolitan planning and programming process in the portion of the metropolitan Washington Urbanized area within the FAMPO planning boundary on November 17, 2004 (Attachment A), herein referred to as 2004 TPB-FAMPO agreement; and

WHEREAS, pursuant to provisions of 23 U.S.C. 134, 23 U.S.C. 150, and 49 U.S.C. 5303 and applicable federal regulations, FAMPO has continued to conduct the metropolitan planning process for all of Stafford County, including the additional TMA responsibilities applicable to the northern portion of Stafford County that is part the Washington, DC-MD-VA UZA; and

WHEREAS, the FHWA and FTA MPO certification review process of 2014 and 2018 recommended that the 2004 TPB-FAMPO agreement be updated to reflect, among other things, a description of the additional responsibility for programming Surface Transportation Block Grant (STBG) funds sub-allocated to the TMAs pursuant to 23 U.S.C. section 133, as amended, and a process for selecting projects for receipt of STBG funds sub-allocated to a TMA as per 23 U.S.C. 134, as amended as applicable to the northern Stafford County TMA area; and

WHEREAS, there being, at this time, no change to the metropolitan planning areas of the TPB or the FAMPO and to the arrangement of FAMPO taking additional TMA responsibilities for conducting the metropolitan planning process for the northern Stafford area that is part of the Washington, DC-VA-MD urbanized area; TMA.

NOW, THEREFORE, FAMPO and TPB do hereby agree to the following updated responsibilities:

ARTICLE I

FAMPO AREA TRANSPORTATION PLANNING AND PROGRAMMING PROCESS

- A. Transportation Management Area responsibilities and process: Under federal regulations where an urbanized area has a population greater than 200,000 and is therefore designated a

Transportation Management Area (TMA) by the U.S. Secretary of Transportation, the designated TMA is responsible for meeting additional transportation planning requirements beyond those of Metropolitan Planning Organizations (MPO's) having an urbanized area under 200,000 in population. The Washington, DC-MD-VA UZA exceeds 200,000 in population and the Washington D.C. UZA has been designated a TMA. Because of the action of the U.S. Bureau of the Census in its determinations for the 2010 Census of Population, the Washington, DC-MD-VA UZA extends into the northern portion of Stafford County - a member of FAMPO. The FAMPO Policy Committee has agreed to conduct additional metropolitan planning activities required of a TMA, pursuant to 23 C.F.R § 450 as amended, including those described in sections B, C and D below, for the TMA portion of Stafford County (northern parts of Stafford County as specified in Figure 1 while continuing to provide the general metropolitan transportation planning and programming functions for all of Stafford County pursuant to 23 C.F.R § 450 as amended.

- B. Congestion Management Process: FAMPO shall maintain a Congestion Management Process (CMP) for the northern portion of Stafford County that is included in the Washington, DC-MD-VA UZA, in accordance with applicable federal law and regulation, including 23 C.F.R. § 450.322, as amended. FAMPO will coordinate its development and update activities with the TPB, including those related to federally-required Performance-Based Planning and Programming (PBPP) process under 23.U.S.C. 150.
- C. Programming Surface Transportation Block Grant (STBG) Funds: FAMPO shall develop and adopt a process for programming decisions for the STBG funds attributable to the northern portion of Stafford County that is included in the Washington D.C. UZA, pursuant to federal law and regulations including 23 U.S.C. 134 (K)(4), as amended. FAMPO shall allocate the TMA-attributed STBG funds for the benefit of the TMA, consistent with 23 U.S.C. § 133.d.(2), as amended.
- D. Selection of Projects: FAMPO shall comply with all applicable federal laws and regulations related to its process for selecting projects to receive federal funds. FAMPO shall adhere to a project selection process for the STBG funds that prioritizes projects that are within or directly benefit the TMA, pursuant to 23 U.S.C §134.j.(5), k.(4), as amended.
- E. Unified Planning Work Program: FAMPO will maintain a Unified Planning Work Program (“UPWP”), developed in cooperation with the State and Providers of Public Transportation, that meets the requirements of 23 C.F.R part 450, subpart C. Implementation of the functions, responsibilities, and duties identified in this agreement shall be described specifically in the annual unified planning work program for FAMPO and the TPB.
- F. Performance Based Planning and Programming: Pursuant with 23 U.S.C. 150, 23 C.F.R. 490 and 23.C.F.R. Subpart G 490.703, the TPB and FAMPO are required to establish performance targets for the traffic congestion component of the National Performance Management Measure for Assessing the Congestion Mitigation and Air Quality Improvement Program established for their respective urbanized areas. As noted in earlier sections of this agreement. the Washington, DC-MD-VA UZA is served by two MPOs, the TPB and FAMPO. Federal regulations (23 CFR §450.314(h)), note that when more than one MPO serves an urbanized area, the MPO(s), TPB and FAMPO in this case, State(s) and Providers of Public Transportation “shall jointly agree upon and develop specific written provisions for cooperatively developing and

sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, and the reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region.” The TPB and FAMPO have jointly developed and executed a letter of agreement for this purpose and it is included as Attachment B.

ARTICLE 2
COORDINATION OF PLANNING ACTIVITIES

TPB and FAMPO will maintain coordinated, cooperative and continuing planning processes. TPB and FAMPO shall coordinate their planning processes and produce and share required planning documents on the same cycle.

Pursuant to 23 U.S.C. 134(k) and 49 U.S.C. 5303(k), the TPB, as a TMA, will undergo a joint certification review by the FHWA and FTA. Such a federal review is intended to ensure full compliance with the metropolitan planning requirements for a UZA. Since the TPB and FAMPO are jointly responsible for the metropolitan planning activities of the Washington, DC-MD-VA UZA, TPB and FAMPO will coordinate and participate in the joint federal certification process. The TPB will also participate and assist FAMPO in its certification review process as required.

ARTICLE 3
TIME FRAME OF THE PROCESS

The metropolitan transportation planning and programming process shall be established as a continuing procedure effective the date of the execution of this AGREEMENT by all participants.

ARTICLE 4
TERMINATION

This AGREEMENT shall be terminated upon the occurrence of any of the following:

There ceases to exist a federal or state requirement for this agreement, such as when the responsibilities to conduct the federal metropolitan planning process for the Washington D.C-VA-MD urbanized area is not shared by the TPB and FAMPO, and/or,

The Commonwealth of Virginia or its designee, the FHWA and FTA, the TPB and FAMPO mutually agree to conclude and thereby terminate this agreement.

In the event of termination of this agreement, by the mutual agreement of the FAMPO and the TPB, a written notice of not less than ninety (90) days shall be provided to the other party and to the FHWA and FTA.

ARTICLE 5
AMENDMENTS

Amendments to this AGREEMENT, as mutually agreed to, may only be made by written agreement between the parties of this AGREEMENT and subject to review and approval by FHWA and FTA.

IN WITNESS WHEREOF, all concerned parties have executed this AGREEMENT on the day and year first written above.

Chairman, FAMPO



Chairman, NCR-TPB

WITNESSED BY: _____
Administrator, FAMPO
Date: _____



WITNESSED BY: _____
Director, NCR-TPB
Date: May 19, 2021

Figure 1 Current Washington D.C.-VA-MD and Fredericksburg Urbanized Areas

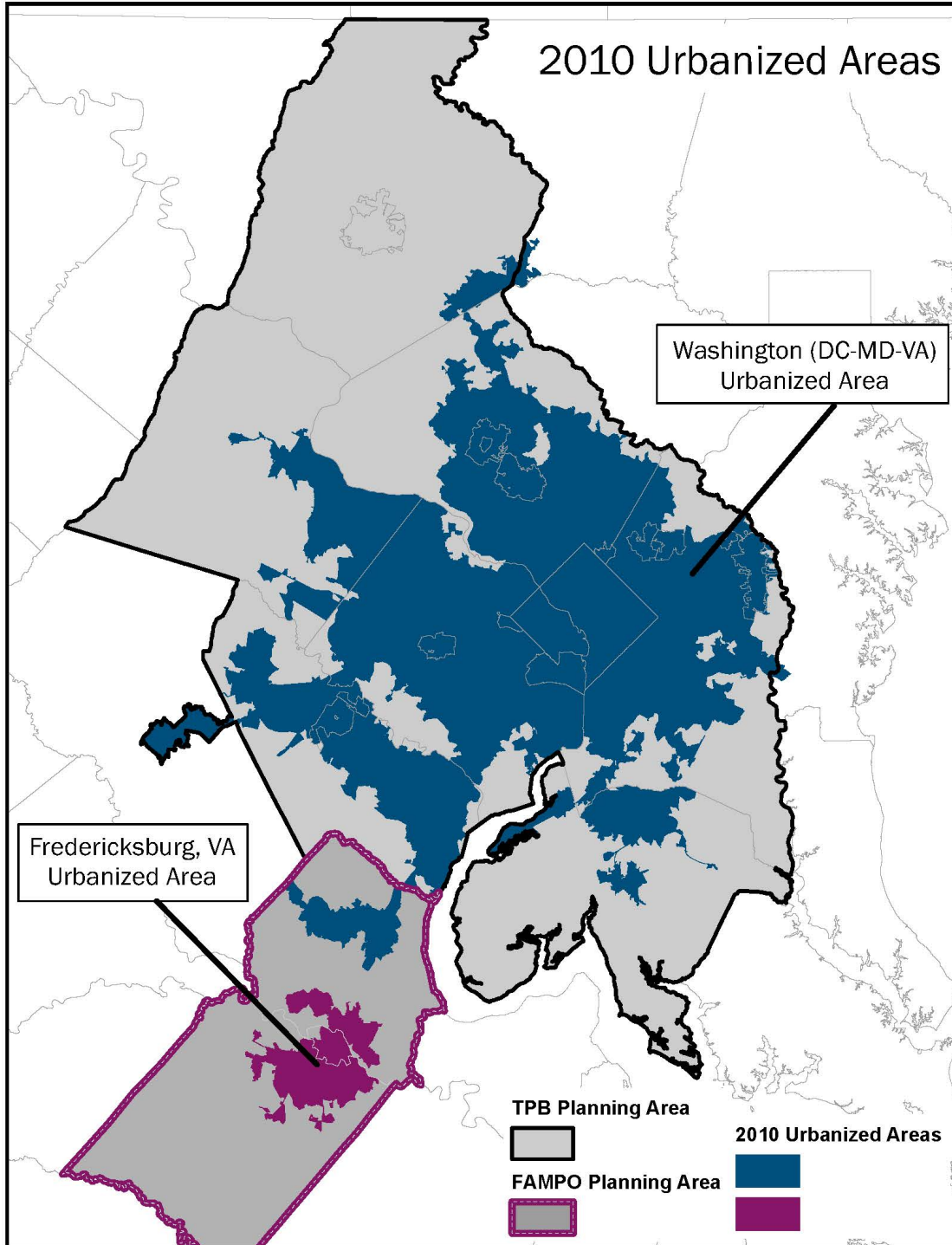
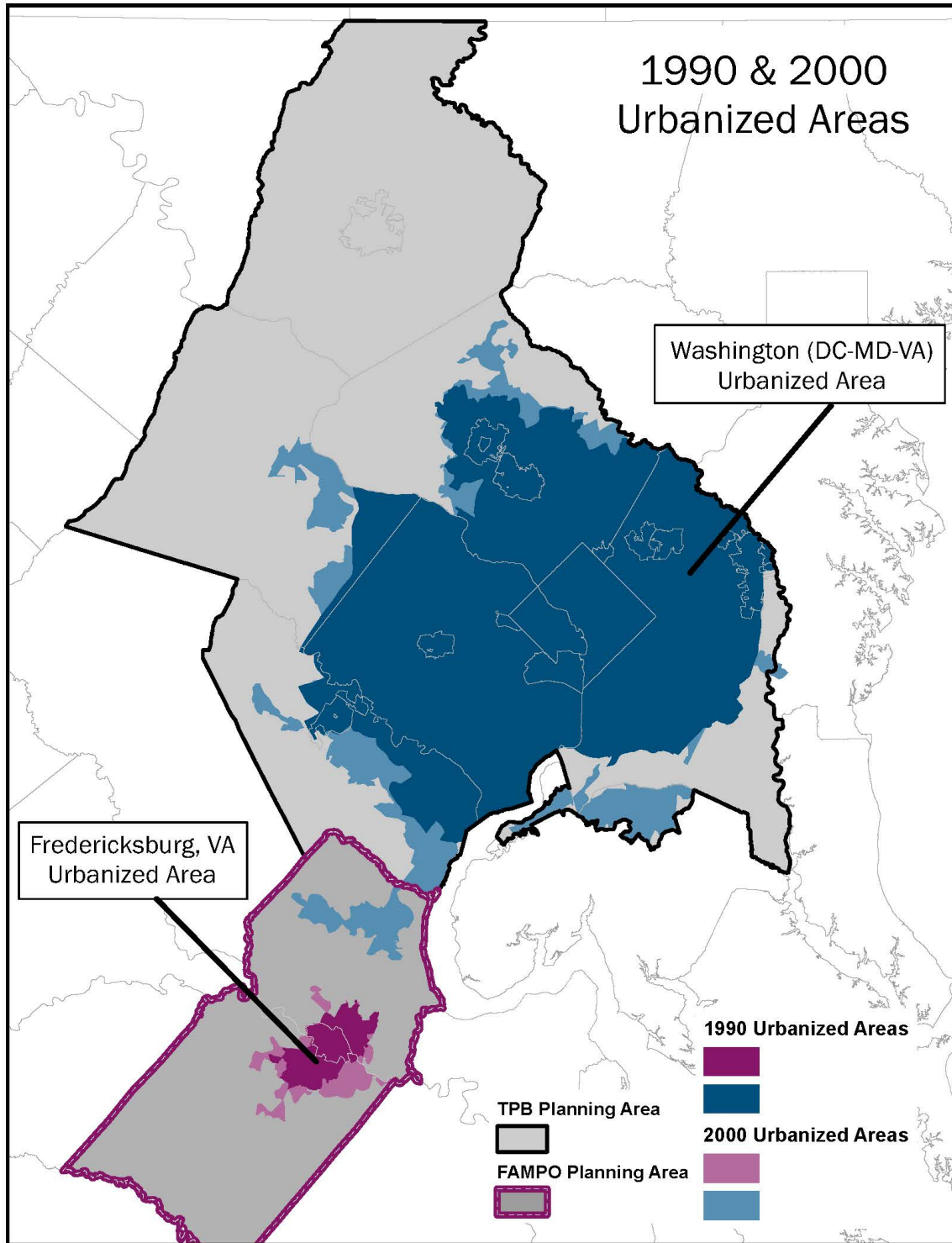


Figure 2 Washington D.C.-VA-MD and Fredericksburg Urbanized Areas - 1990 Vs 2000



NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD
777 North Capitol Street, N.E.
Washington, D.C. 20002

**RESOLUTION TO APPROVE THE 2021 TRANSPORTATION PLANNING BOARD (TPB)-
FREDERICKSBURG AREA METROPOLITAN PLANNING ORGANIZATION (FAMPO)
MEMORANDUM OF UNDERSTANDING**

WHEREAS, metropolitan planning organizations (MPOs) are responsible for carrying out a continuing, cooperative, and comprehensive (3-C) planning process for urbanized areas (UZAs) in the United States; and

WHEREAS, the National Capital Region Transportation Planning Board (TPB) is the federally designated MPO for the Washington (DC-MD-VA) urbanized area and has the responsibility under the provisions of the Fixing America's Surface Transportation (FAST) Act for developing and carrying out a continuing, cooperative and comprehensive transportation planning process for the Metropolitan Area; and

WHEREAS, as a result of the 2000 Census, the Washington D.C. urbanized area (UZA) extended into the northern portion of Stafford County which is part of the Fredericksburg Area Metropolitan Planning Organization's (FAMPO) metropolitan planning area; and

WHEREAS, a memorandum of understanding (MOU) was established in 2004 between TPB and FAMPO to determine how the metropolitan planning process would be performed for the portion of the Washington UZA that overlaps with the FAMPO planning area (northern portion of Stafford County); and

WHEREAS, the 2019 Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) certification review of the TPB and FAMPO recommended updating this MOU;

WHEREAS, between September 2019 and February 2021, the TPB and FAMPO have worked in cooperation with legal counsel, the Virginia Department of Transportation, Federal Highway Administration, and staff to develop and refine a draft MOU; and

WHEREAS, the TPB Technical Committee has received regular updates on the status of the development of the draft MOU, received the draft MOU on April 2, 2021, and the committee recommended approval by the TPB at its meeting on May 7; and

NOW, THEREFORE, BE IT RESOLVED THAT the National Capital Region Transportation Planning Board hereby approves the 2021 TPB-FAMPO MOU (Attachment 1) and authorizes its Chair to execute the agreement on behalf of the TPB.



Cindy Shelton
Chair
Ian Ollis
FAMPO Administrator

FAMPO RESOLUTION 21-23

APPROVING THE TRANSPORTATION PLANNING BOARD (TPB)-FREDERICKSBURG AREA METROPOLITAN PLANNING ORGANIZATION (FAMPO) MEMORANDUM OF UNDERSTANDING

WHEREAS, metropolitan planning organizations (MPOs) are responsible for carrying out a continuing, cooperative, and comprehensive (3-C) planning process for urbanized areas (UZAs) in the United States; and

WHEREAS, the National Capital Region Transportation Planning Board (TPB) serves as the MPO for Washington D.C. UZA; and

WHEREAS, as a result of the 2000 Census, the Washington D.C. UZA extended into the northern portion of Stafford County which is part of FAMPO; and

WHEREAS, a memorandum of understanding (MOU) was established in 2004 between TPB and FAMPO to determine how the metropolitan planning process would be performed for the transportation management area (TMA) in Stafford County; and

WHEREAS, the 2018 Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) certification review recommended updating this MOU;

WHEREAS, between September 2019 and February 2021, FAMPO has worked with legal counsel, VDOT, FHWA, and staff to develop and refine a draft MOU in cooperation with the TPB.

NOW, THEREFORE, BE IT RESOLVED that the Fredericksburg Area Metropolitan Planning Organization hereby approves the TPB-FAMPO MOU (Attachment 1) and authorizes its Chair to execute the agreement on behalf of the Policy Committee.

Adopted by the Policy Committee at its meeting on March 15, 2021.

A handwritten signature in black ink that reads 'Cindy Shelton'. The signature is written in a cursive style and is positioned above a horizontal line.

Cindy Shelton, Chair
Fredericksburg Area Metropolitan Planning Organization
Policy Committee

Attachment 1 – TPB-FAMPO MOU

**NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD
777 North Capitol Street, N.E.
Washington, D.C. 20002**

**RESOLUTION ON AGREEMENT BETWEEN THE NATIONAL CAPITAL REGION TRANSPORTATION
PLANNING BOARD AND THE CALVERT-ST. MARY'S METROPOLITAN PLANNING
ORGANIZATION AND CALVERT COUNTY, MARYLAND**

WHEREAS, the National Capital Region Transportation Planning Board (TPB) is the officially designated Metropolitan Planning Organization (MPO) for the Metropolitan Washington area; and

WHEREAS, the TPB's planning area is part of the Washington, DC-MD-VA 8-Hour Ozone Nonattainment area, as shown on the map in Attachment A, and as such, is subject to regional air quality conformity analysis of its Transportation Plans and Transportation Improvement Programs (TIPs); and

WHEREAS, the Washington, DC-MD-VA 8-Hour Ozone Nonattainment area also includes Calvert County, and transportation projects within Calvert County have been included in TPB's regional air quality conformity analysis as appropriate; and

WHEREAS, the Calvert-St. Mary's Metropolitan Planning Organization (C-SMMPO) is the newly officially designated MPO for Southern Maryland, whose planning area includes Calvert County, as shown on the map in Attachment B; and

WHEREAS, under federal surface transportation legislation (23 U.S.C. § 134 and 49 U.S.C. § 5303) related to MPO Consultation in Plan and TIP Coordination for Nonattainment areas, "If more than one metropolitan planning organization has authority within a metropolitan area or an area which is designated as a nonattainment area for ozone or carbon monoxide under the Clean Air Act (42 U.S.C. § 7401 et seq.), each metropolitan planning organization shall consult with the other metropolitan planning organizations designated for such area and the State in the coordination of plans and TIPs" and

WHEREAS, the TPB and the C-SMMPO have agreed to consult with the Maryland Department of Transportation (MDOT) in the coordination of their respective plans and TIPS; and

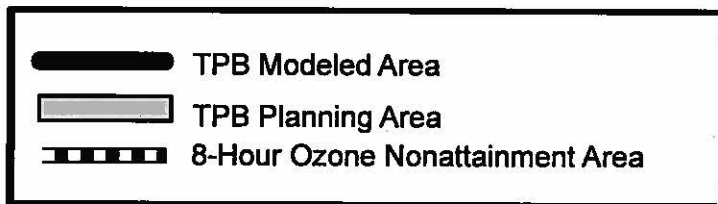
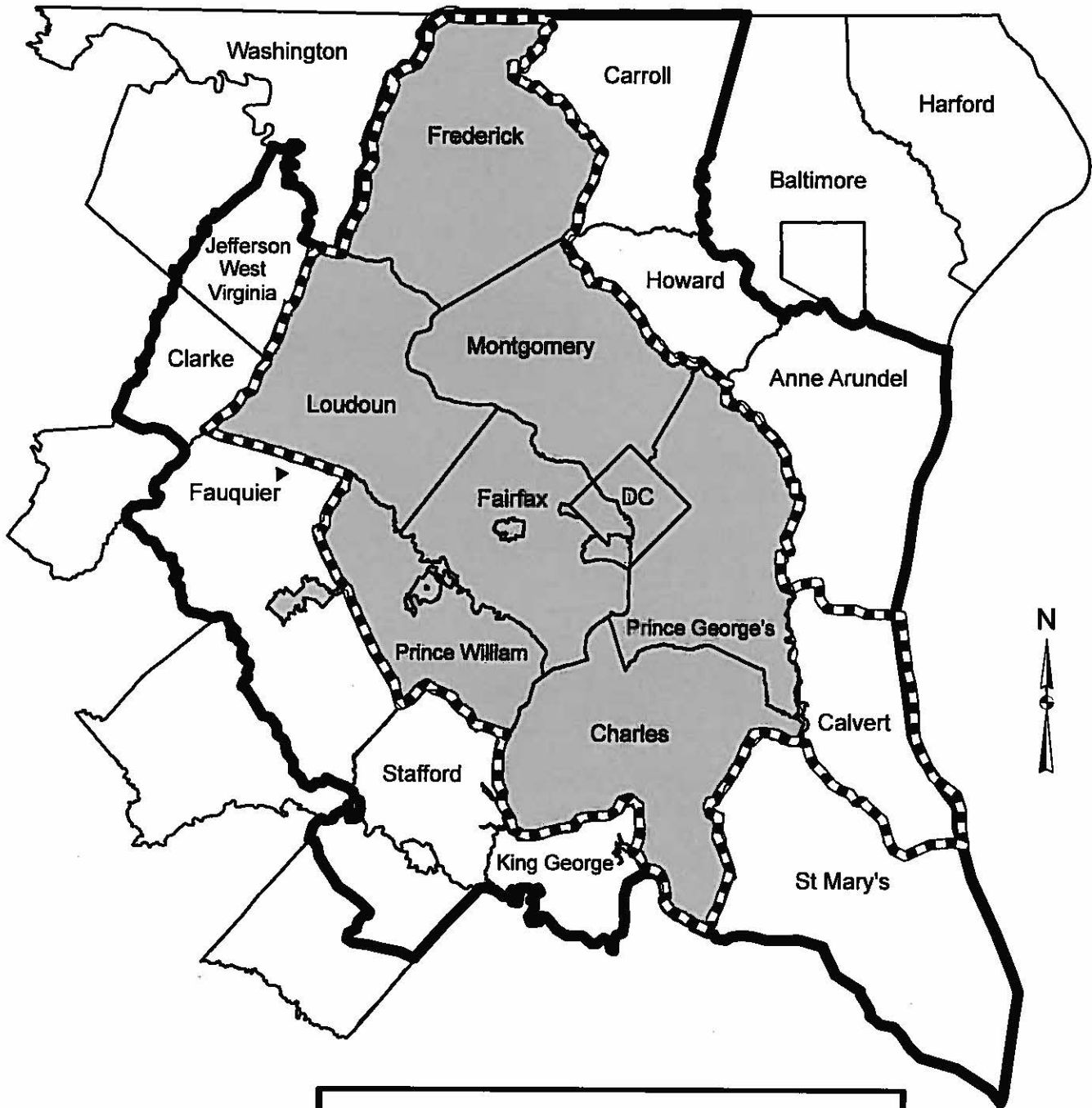
WHEREAS, the TPB, the C-SMMPO, and Calvert County have agreed to a process where C-SMMPO will develop Plans and TIPs to include Calvert County projects, and the TPB will continue to include these Calvert County projects in its regional air quality conformity analysis;

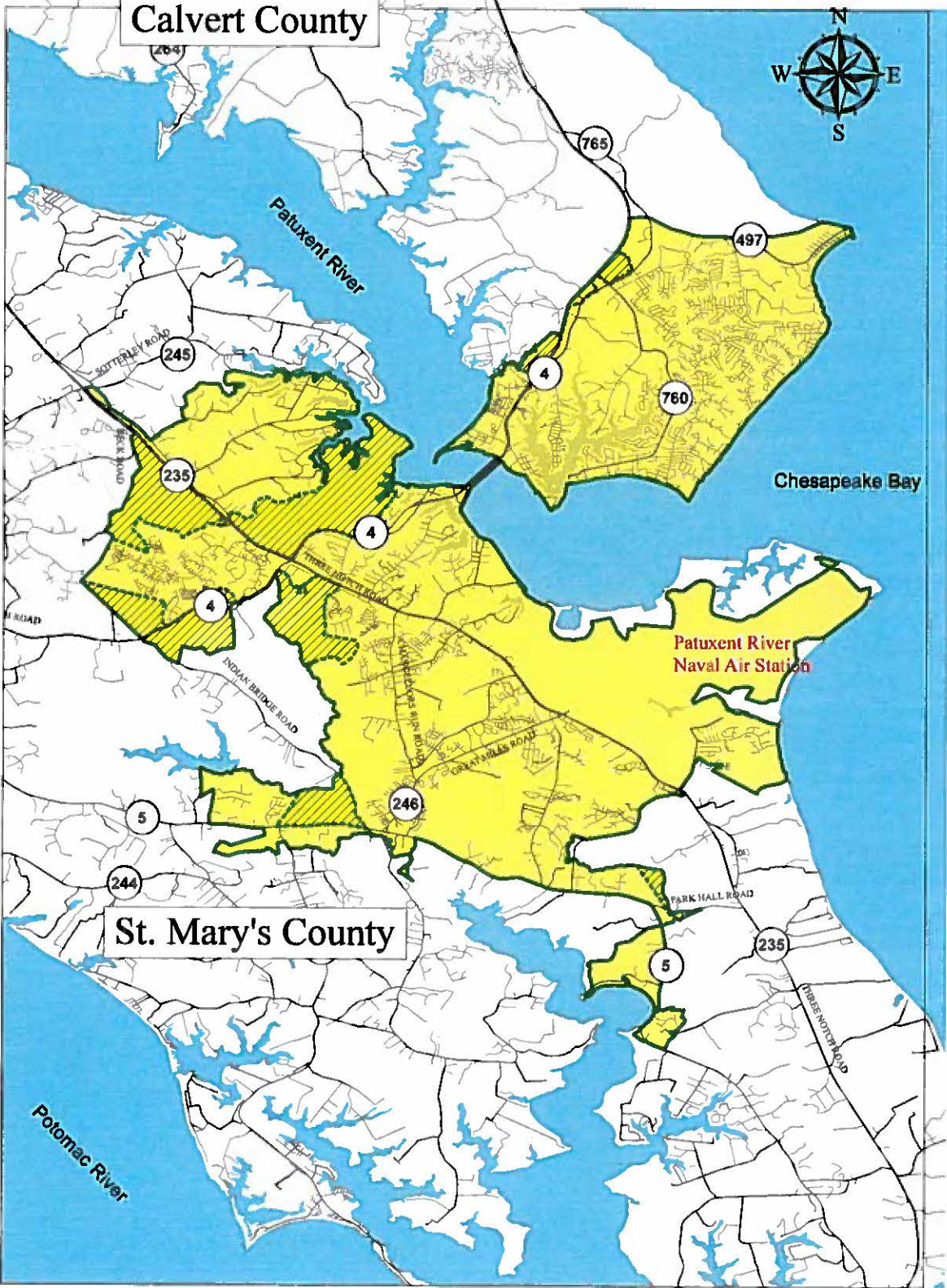
NOW, THEREFORE, BE IT RESOLVED THAT THE NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD approves execution, by its Chairman, of the attached *Agreement between the National Capital Region Transportation Planning Board (TPB) and the Calvert-St. Mary's*

Metropolitan Planning Organization (C-SMMPO) and Calvert County, Maryland on the conformity analysis and determination of transportation plans, programs, and projects in Calvert County, Maryland document to ensure that transportation plans, programs, and projects in Calvert County are assessed for regional air quality conformity as is required in the Clean Air Act Amendments of 1990 (with subsequent amendments).





Adopted by the Transportation Planning Board at its regular meeting on January 20, 2016

ATTACHMENT A
TPB Transportation Planning Area and
Washington, DC-MD-VA 8-Hour Ozone Nonattainment Area





Legend

-  Boundary Line
-  Urbanized Area Boundary Incorporated into Adjusted Urbanized Area
-  Adjusted Urbanized Area
-  Metropolitan Planning Area

**Calvert - St. Mary's
Metropolitan Planning
Organization
Adjusted Urbanized Area
and
Metropolitan Planning Area**



Agreement between the National Capital Region Transportation Planning Board (TPB) and the Calvert-St. Mary's Metropolitan Planning Organization (C-SMMPO) and Calvert County, Maryland on the conformity analysis and determination of transportation plans, programs, and projects in Calvert County, Maryland

Recognizing that Calvert County, Maryland, is a member of the C-SMMPO and is included in the Washington DC-MD-VA 8-hour Ozone Nonattainment area, TPB and C-SMMPO and Calvert County agree upon the following procedures for ensuring that transportation plans, programs, and projects in Calvert County are assessed for regional air quality conformity as is required in the Clean Air Act Amendments of 1990 (with subsequent amendments):

1. Transportation plans, programs, and projects in the C-SMMPO Metropolitan Planning Area (MPA) of Calvert County will be included in the Long Range Transportation Plan and Transportation Improvement Program developed by the C-SMMPO.
2. The C-SMMPO and Calvert County, in consultation with the Maryland Department of Transportation (MDOT), will submit the plan, program, and project inputs for Calvert and for the C-SMMPO MPA to the TPB for inclusion in each update of the TPB's regional air quality conformity analysis and determination for the Washington, DC-MD-VA 8-Hour Ozone Nonattainment area.
3. The timeframe for analysis and coordination will be outlined by the schedule in the TPB's *Call For Projects* document for each cycle.
4. The TPB's *Air Quality Conformity Scope of Work* will provide details regarding the steps taken to ensure compliance with the Federal Transportation Conformity Rule (40 CFR 51 and 93). For example, the TPB will coordinate with Calvert County and the State of Maryland to obtain all necessary analysis inputs and latest planning assumptions (e.g., land activity, vehicle registration data, etc.).
5. Project level conformity analyses will continue to be performed by the State, and assessed through the interagency consultation process, as is currently done for all state projects.
6. Calvert County will be involved in all aspects of the TPB's air quality conformity analysis and determination including its interagency consultation process:
 - Formal involvement for Calvert County on the TPB will be provided through MDOT, and through Calvert County's membership on the

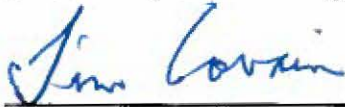
Metropolitan Washington Air Quality Committee (MWAQC) and on the MWAQC Technical Advisory Committee.

- Informal involvement by Calvert County will be provided through participation by representatives of Calvert County in TPB committees and processes concerned with regional air quality conformity, including receipt of all materials and participation in all meetings, discussions, and reviews.

7. The TPB will provide copies of the conformity report to C-SMMPO and Calvert County at the completion of each conformity cycle. As relevant, portions of the TPB conformity report will be included in the C-SMMPO Plan and TIP documentation to demonstrate conformity.

This agreement will remain in effect for the 2008 Ozone National Ambient Air Quality Standards (NAAQS) and all future NAAQS applicable to Calvert County.

Executed by the undersigned this _____ day of _____ 2016:



Tim Lovain, Chair
National Capital Region Transportation
Planning Board



Steven R. Weems, Chairperson
Calvert - St. Mary's Metropolitan
Planning Organization



Evan K. Slaughenhaupt Jr, President
Board of County Commissioners
Calvert County, Maryland

Approved for legal sufficiency

on January 27, 2016 by



County Attorney



Department of Community Planning and Building
INTEROFFICE MEMORANDUM

TO: Board of County Commissioners
VIA: Terry Shannon, County Administrator TLS
VIA: Thomas Barnett, Director of Community Planning and Building
FROM: Patricia Haddon, Principal Planner [Signature]
DATE: January 27, 2016
SUBJECT: Agreement between the National Capital Region Transportation Planning Board and the Calvert-St. Mary's Metropolitan Planning Organization and Calvert County, Maryland on the conformity analysis and determination to transportation plans, programs, and projects in Calvert County, Maryland

Background:

In their letter of July 24, 2015, to Dr. Kwame Arhin, Planning & Program Manager of the Federal Highway Administration, Maryland Division, the Calvert-St. Mary's Metropolitan Planning Organization (C-SMMPO) advised that they were coordinating the required air quality conformity analysis with the MPO for the National Capital Region, Transportation Planning Board (TPB), as Calvert County's portion of the C-SMMPO was within the non-attainment area for the 2008 8-Hour Ozone area within the National Capital Region.

Transportation plans, programs and projects in Calvert County must be included in the conformity analysis and determination carried out by the TPB for the Washington Metropolitan Statistical Area, as per a Proposal for Satisfying Federal Metropolitan Planning Requirements for Charles and Calvert Counties (Attachment A) and TPBs current resolution, adopted in 1993 (Attachment B.)

The TPB resolution (R23-93, Resolution Responding to Governor Schaefer's Letter Concerning the Metropolitan Planning Boundary in Maryland) which includes Calvert county in the TPB's air quality conformity analysis was the result of coordination between the State transportation air agencies and the Federal Highway Administration (FHA) and the Federal Transit Administration (FTA), in response to requirements in the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991.

Discussion

Since the establishment and inclusion of Calvert County in the C-SMMPO, the TPB staff has initiated discussions with the Maryland Department of Transportation to review and update the 1993 resolution. Updates have resulted in the attached agreement between TPB, the C-SMMPO, and Calvert County to address analysis issues related to inclusion of C-SMMPO and Calvert County transportation plans, projects and programs in TPB's regional air quality conformity analysis. The agreement has been reviewed by the TPB, MDOT, the C-SMMPO, FHA and FTA, and the County Attorney, John Norris. The agreement requires BOCC approval and signature.

Conclusion/Recommendation:

Staff requests the BOCC review and authorize signature of the attached agreement by the President of the County Commissioners, Evan Slaughenhoupt.

Attachments: 3

ATTACHMENT A

Proposal for Satisfying Federal Metropolitan Planning Requirements for Charles and Calvert Counties

The TPB proposes the conformity procedures defined in parts 1-4 below. These procedures affirm the practices that have been used for the past two years for the Metropolitan Washington Region non-attainment area as a means for assuring conformity in Charles and Calvert Counties.

1. The TPB agrees with Governor Schaefer that Charles and Calvert Counties not be a part of the planning area covered by the TPB.
2. Transportation plans, programs and projects in Charles and Calvert Counties will be excluded from the TPB's Long-Range Transportation Plan and six-year Transportation Improvement Program (TIP), and included in the statewide Long-Range Transportation Plan and state-wide Transportation Improvement Program (STIP) developed by the State of Maryland.
3. Transportation plans, programs and projects in Charles and Calvert Counties will be included in the conformity analysis and determination carried out by the TPB for the Washington Metropolitan Statistical Area (MSA). Conformity determinations concerning proposed added projects will be based on a system level analysis for the non-attainment area.
4. Charles and Calvert Counties will be involved in all aspects of the conformity analysis and determinations.
 - Formal involvement for Charles and Calvert Counties will be provided through the Maryland Department of Transportation on the TPB, and through Charles and Calvert Counties' membership on MWAQC and its Technical Staff Coordination Committee (TSCC).
 - Informal involvement by Charles and Calvert Counties will be provided through participation by their representatives in COG and TPB committees and processes concerned with conformity, including receipt of all materials and participation in all meetings, discussions, and reviews.

These procedures are subject to amendment should they be found in conflict with the final rule on conformity promulgated by the U.S. Environmental Protection Agency.

TPB R23-93
December 16, 1993

METROPOLITAN WASHINGTON COUNCIL OF GOVERNMENTS
NATIONAL CAPITAL REGION TRANSPORTATION PLANNING BOARD
777 North Capitol Street, N.E.
Washington, D. C. 20002

RESOLUTION RESPONDING TO GOVERNOR SCHAEFER'S
LETTER CONCERNING THE METROPOLITAN PLANNING
BOUNDARY IN MARYLAND

WHEREAS, the National Capital Region Transportation Planning Board (TPB) is the officially designated Metropolitan Planning Organization (MPO) for the Metropolitan Washington area; and

WHEREAS, the Intermodal Surface Transportation Efficiency Act (ISTEA) of 1991 requires MPO boundaries to "at least include the boundaries of the non-attainment area, except as otherwise provided by agreement between the metropolitan planning organization and the Governor;" and

WHEREAS, in a letter of April 16, 1992, the Governor of Maryland presented a proposal to the TPB under which "the Washington area MPO boundaries should not be expanded to encompass Charles and Calvert Counties;" and

WHEREAS, on September 16, 1992, the Transportation Planning Board (TPB) requested that the Metropolitan Washington Air Quality Committee (MWAQC) consider and provide comments to the TPB on the implications of Governor Schaefer's request for air quality planning and conformity findings in the Metropolitan Washington Area; and

WHEREAS, there has been extensive coordination with the State Transportation Agencies and the State Air Quality Agencies, who are members of MWAQC, and with Federal Highway Administration (FHWA) and Federal Transit Administration (FTA); and

WHEREAS, on December 9, 1992, the MWAQC adopted a set of recommendations to the TPB on responding to Governor Schaefer's request; and has transmitted those recommendations to the TPB; and

WHEREAS, the "Interim Guidance on the ISTEA Metropolitan Planning Requirements" issued by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) of April 6, 1992, contains the following guidance on Metropolitan boundaries:

"In non attainment areas, if the MPO and the Governor agree to exclude a portion of the nonattainment area, they must be able to demonstrate how conformity will be ensured in the excluded portion. Such proposals should be coordinated with FHWA, FTA, EPA, the state transportation agency and the state air quality agency before a final decision is made".

NOW, THEREFORE, BE IT RESOLVED THAT: The National Capital Region Transportation Planning Board endorses the MWAQC recommendations as defined in Attachment A, agrees to respond favorably to the April 16, 1992 request of the Governor of Maryland, and also to transmit copies to the Federal Highway Administration, the Federal Transit Administration, and the Environmental Protection Agency.

Adopted by the Transportation Planning Board at its regular meeting on December 16, 1992.

FY 2025 DRAFT WORK PROGRAM FOR THE COMMUTER CONNECTIONS PROGRAM FOR THE GREATER WASHINGTON METROPOLITAN REGION

February 2024

**National Capital Region
Transportation Planning Board
COMMUTER CONNECTIONS PROGRAM**

FY 2025 **DRAFT WORK PROGRAM FOR THE
COMMUTER CONNECTIONS PROGRAM
FOR THE GREATER WASHINGTON
METROPOLITAN REGION**

February 2, 2024

**National Capital Region
Transportation Planning Board
COMMUTER CONNECTIONS PROGRAM**

**FY 2025 DRAFT WORK PROGRAM FOR THE
COMMUTER CONNECTIONS PROGRAM
FOR THE GREATER WASHINGTON
METROPOLITAN REGION**

February 2, 2024

This Page Intentionally Left Blank

Commuter Connections Work Program (CCWP): FY 2025

Published: **TBD**

ABOUT COMMUTER CONNECTIONS

Commuter Connections, a program of the National Capital Region Transportation Planning Board at the Metropolitan Washington Council of Governments (COG), promotes bicycling to work, ridesharing, and other alternatives to drive alone commuting, provides ridematching for carpools and vanpools, incentive programs for alternative commuting, and offers the free Guaranteed Ride Home program. Commuter Connections is funded by the District of Columbia, Maryland, Virginia, and U.S. Department of Transportation.

The preparation of this program document was financially aided through grants from the District Department of Transportation; Maryland Department of Transportation; Virginia Department of Transportation; and the U.S. Department of Transportation.

CREDITS

Author:

Nicholas Ramfos, COG Transportation Operations Programs Director

ACCOMMODATIONS POLICY

Alternative formats of this document are available upon request. Visit www.mwcog.org/accommodations or call (202) 962-3300 or (202) 962-3213 (TDD).

TITLE VI NONDISCRIMINATION POLICY

The Metropolitan Washington Council of Governments (COG) operates its programs without regard to race, color, and national origin and fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations prohibiting discrimination in all programs and activities. For more information, to file a Title VI related complaint, or to obtain information in another language, visit www.mwcog.org/nondiscrimination or call (202) 962-3300.

El Consejo de Gobiernos del Área Metropolitana de Washington (COG) opera sus programas sin tener en cuenta la raza, el color, y el origen nacional y cumple con el Título VI de la Ley de Derechos Civiles de 1964 y los estatutos y reglamentos relacionados que prohíben la discriminación en todos los programas y actividades. Para más información, presentar una queja relacionada con el Título VI, u obtener información en otro idioma, visite www.mwcog.org/nondiscrimination o llame al (202) 962-3300.

This Page Intentionally Left Blank

TABLE OF CONTENTS

Program Overview	Page 2
Funding	Page 2
Planning Process Requirements	Page 3
Description of Commuter Connections Committees	Page 3
Key Elements and Highlights	Page 4
Program Background.....	Page 6
Commuter Connections Geographic Coverage Area	Page 9
Commuter Connections Structure	Page 10
FY 2025 Commuter Connections Budget and Work Program Expenditures	Page 11
FY 2025 Commuter Connections Budget By Funding Agency	Page 12
Commuter Operations Center	
Ridematching Coordination, Technical Assistance & Administrative Support	Page 13
Transportation Information Services.....	Page 17
Transportation Information Software, Hardware & Database Maintenance	Page 18
Commuter Information System.....	Page 19
Regional Guaranteed Ride Home Program	
General Operations and Maintenance	Page 20
Process Trip Requests and Provide Trips	Page 22
Marketing	
TDM Marketing & Advertising	Page 23
Bike To Work Day	Page 27
Employer Recognition Awards	Page 28
‘Pool Rewards	Page 30
Car Free Day	Page 33
CarpoolNow Mobile Application.....	Page 35
Flextime Rewards	Page 36
incenTrip (CommuterCash) Mobile Application.....	Page 39
MDOT incenTrip (CommuterCash) Mobile Application for Maryland Mega-Region.....	Page 40
Monitoring and Evaluation	
Regional TDM Data Collection and Analysis	Page 43
Program Monitoring and Tracking Activities	Page 46
Employer Outreach	
Regional Employer Database Management & Training.....	Page 51
Employer Outreach for Bicycling	Page 52
Maryland Local Agency Funding and Support.....	Page 53
DC, Maryland, and Virginia Program Administration	Page 53
MDOT Employer Outreach Statewide	
Regional Employer Database Management and Training & Program Administration.....	Page 57
GRH Baltimore	
General Operations and Maintenance	Page 58
Process Trip Requests and Provide Trips	Page 61

SUMMARY

Program Overview

The Fiscal Year 2025 Commuter Connections Work Program (CCWP) consists of a core program of regional transportation demand management operational activities funded jointly by state and local jurisdictions, plus jurisdictional programs that are conducted at the discretion of individual state funding agencies.

Funding

The regional state funding shares for the program elements are defined using a formula agreed to by the state funding agencies. Funding agencies for the programs listed in this document include the District Department of Transportation, Maryland Department of Transportation, Maryland Department of Transportation Maryland Transit Administration, and the Virginia Department of Transportation. The Maryland Department of Transportation Maryland Transit Administration and the Virginia Department of Rail and Public Transportation provide direct funding to their local jurisdictions for transportation demand management activities that support the regional Commuter Connections program. The costs of the jurisdictional activities are allocated directly to the jurisdiction or jurisdictions that choose to conduct them. This ensures that the regional activities upon which all other activities depend on will be conducted regionally, and that the costs are allocated to the participating funding agencies per the agreed upon funding formula. At the same time, considerable flexibility is available to the state funding agencies and other agencies to define and fund discretionary activities that respond to their individual policy and funding priorities. Commuter Connections program services have also been incorporated into larger construction projects such as the I-495 Express Lanes Northern Extension (495 NEXT) project in Northern Virginia.

The FY 2025 Commuter Connections program elements are classified as follows:

REGIONAL PROGRAMS	JURISDICTIONAL PROGRAMS
Commuter Operations Center	Employer Outreach*
Guaranteed Ride Home	GRH Baltimore
Marketing	
Monitoring and Evaluation	

**Includes both a Regional and Jurisdictional Component*

The CCWP was re-structured and streamlined in FY 2006 to clarify and simplify funding responsibilities. The FY 2025 CCWP continues this effort aimed at streamlining the administration and oversight processes for the program. Commuter Connections has expanded incrementally since its inception in 1974 as the Commuter Club, with different program elements having different jurisdictional participation and funding shares. As the program became more complex, it became increasingly difficult to track how much each state funding agency was participating in and paying for each program element. Therefore, a funding formula was devised. Table 1 in this document shows the budget and work program expenditures for FY 2025 for each work activity. Table 2 shows the total FY2025 funding shares each of the state funding agencies will be contributing to the program for each of the program elements. Each of the project areas in the work program also show the overall cost estimate as well as associated consultant costs and

any substantive direct costs.

Planning Process Requirements

The National Capital Region Transportation Planning Board (TPB) is required by federal regulations to approve a congestion management process which includes travel demand management as part of the metropolitan transportation plan. Commuter Connections constitutes the major travel demand management component of the congestion management process to be approved by the TPB. Initially, Commuter Connections provided transportation emission reduction measure benefits for inclusion in the air quality conformity determination, which was approved by the TPB as part of the annual update of the Long Range Plan and Transportation Improvement Program. However, for the past decade or more the TPB has not required the use of the program's air quality impacts in the conformity analyses. In addition, Commuter Connections transportation impacts from its various programs may be needed to meet Performance Based Planning and Programming (PBPP) regional targets.

Description of Commuter Connections Committees

The increasing complexity of the program prompted the creation of a working group to provide administrative and programmatic oversight of the core program cost elements. An updated Master Agreement was fully signed in FY 2020 between the Metropolitan Washington Council of Governments (COG) and the state funding agencies for the support of the Commuter Connections transportation demand management (TDM) program in the Washington metropolitan region. The agreement will continue to be reviewed and updated as needed. COG and the state funding agencies have an established working group; the State TDM (STDM) Work Group, which meets monthly (except for the month of August) and consists of representatives of the state transportation funding agencies in the District of Columbia, Maryland and Virginia. The State TDM Work Group helps to define the program content and budget for each fiscal year and helps to develop a detailed annual Work Program in collaboration with COG/TPB staff and the Commuter Connections Subcommittee. The draft work program is reviewed by program stakeholders and the Commuter Connections Subcommittee. The final Work Program is reviewed by the TPB Technical Committee and approved by the TPB. Program developments and/or significant changes to the CCWP made by the State TDM Work Group will be reviewed with the TPB's Technical Committee and in some cases the TPB's Steering Committee in the event the items or information will be presented to the TPB.

The State TDM Work Group also reviews all Requests for Proposals (RFP's) and Requests for Qualifications (RFQ's) as part of the Work Program and identifies selection committee members for individual contract solicitations. The State TDM Work Group will review and approve all CCWP work products with input from the Commuter Connections Subcommittee. Upon request, COG/TPB staff can provide additional details for projects being implemented under each program area.

As shown in Figure 2, the Commuter Connections Subcommittee will continue to provide overall technical review of the regional program elements in this Work Program and meet every other

month. The Subcommittee will also review, provide comments, and endorse reports and other products for release. The Bike To Work Day Steering Committee will meet every other month from September to May to organize the regional Bike To Work Day event. The Car Free Day Steering Committee will meet every other month from March until September to organize the regional Car Free Day event. The Commuter Connections Ridematching Committee will continue to meet quarterly on technical issues regarding the regional TDM software system. The TDM Evaluation Group will meet as needed to provide direction and review of the regional TDM evaluation project. The Employer Outreach Committee will meet quarterly to review and discuss Employer Outreach efforts. The Regional TDM Marketing Group will also meet quarterly to provide input and coordinate on regional TDM advertising and marketing efforts. Oversight for jurisdictional program elements will be provided by the states and agencies that are funding them.

Specialized project work groups will continue to meet as needed to address implementation issues, such as the development of regional TDM marketing campaigns and the Employer Recognition Awards. A Strategic Plan, adopted in November 2007 but updated most recently in January 2023, serves as a framework regarding the roles and responsibilities of the Commuter Connections stakeholders. The Strategic Plan can be accessed at www.commuterconnections.org under the 'About Us' Publications link and includes a mission statement, definition of Commuter Connections, overall program and operating objectives, network responsibilities for each program area that include objectives and acceptable performance levels, a committee structure, sample meeting calendar, and internal and external report deliverables.

Key Elements and Highlights

The key elements and highlights of the FY 2025 Commuter Connections Work Program are summarized as follows:

- The Commuter Operations Center will provide ridematching services to commuters through a central toll-free number “1-800-745-RIDE” and www.commuterconnections.org website, and support to commuter assistance programs operated by local jurisdictions, transportation management associations, and employer-based commuter assistance programs. Work will also help support a regional Enhancing Mobility Innovation Grant (EMI) grant to provide additional mobility solutions throughout the greater metropolitan region. The pilot program aims to leverage its existing software application system with employers in the region to connect potential riders with more flexible and convenient vanpool options, especially in transit scarce parts of the region.
- Guaranteed Ride Home (GRH) will provide users of alternative commute modes up to six free rides home per year in a taxi, transportation network company (TNC), rental car, or by Metrorail in the event of an unexpected personal or family emergency or unscheduled overtime.
- Marketing will provide frequent regional promotion of alternative commute options, including car/vanpooling, teleworking, mass transit, bicycling, walking; and support

programs such as Guaranteed Ride Home, the Commuter Connections network ridematching services, incentive programs, and Bike to Work Day. The Marketing program aims to raise awareness of alternative commute options and support the Commuter Connections network in persuading commuters to switch to alternative commute modes from the use of single-occupant vehicles, and persuading commuters currently using alternative commute modes to continue to use those modes. The 'Pool Rewards incentive program provides a cash incentive to new carpoolers and lease buy-down incentive for vanpoolers. The CarpoolNow mobile app will allow for the provision of a cash incentive to drivers who offer dynamic carpool rides to passengers during weekday peak hour commuting periods. The Flextime Rewards program will allow commuters using designated corridors in the region to be notified of unusual traffic delays and receive a cash incentive through reward points earned in the incenTrip mobile app in exchange for delaying or eliminating their normal commuting trip during weekday peak hour commuting times. Commuter Connections will coordinate the region's Car Free Days event as part of World Car Free Day. The Car Free Days event will encourage commuters and the general population to leave their cars home or to use alternative forms of transportation such as carpools, vanpools, public transit, bicycles, or walking. The incenTrip mobile application will allow commuters to avoid both day-to-day congestion and traffic jams caused by traffic accidents, work zones, special events and adverse weather conditions. App users also earn reward points while receiving recommendations on the best travel mode, departure time and/or route recommendation and can exchange their points for a cash incentive. The Enhancing Mobility Innovation pilot grant program will be marketed to commuters and employers in the region to connect potential riders with more flexible and convenient vanpool options. Commuter Connections will also be continuing its celebration of its 50th year of operations during calendar year 2025.

- Monitoring and Evaluation includes data collection and analysis activities as well as program tracking and monitoring reports for each program area. The regional TDM Evaluation Framework Methodology document will be updated, the 2025 State of the Commute survey will be conducted, and a Technical Report will be issued. The 2025 GRH Applicant survey will be conducted and a Vanpool Driver survey will be conducted and finalized and distributed. Monitoring and evaluation activities are used extensively to determine the program's effectiveness. Evaluation results have been used in the past to make program adjustments; for example, the 'Pool Rewards program was expanded to include vanpools and the budget for the carpool incentive was revised to match demand; the Flextime Rewards program was introduced based on feedback received from the State of the Commute survey and then incorporated into the incenTrip mobile app; the Telework program was streamlined due to increased participation by the private sector; changes have been made to the Guaranteed Ride Home program guidelines based on participant survey feedback; and target marketing for GRH was re-introduced in the region after it was found that there was a dramatic drop in registrations when the marketing for this measure was streamlined into the mass marketing program.
- Employer Outreach will support outreach and marketing to the region's employers to implement new or expanded employer-based alternative commute modes and incentives

such as transit and vanpool benefits, telework, preferential parking for carpools and vanpools, carpool and vanpool formation, flexible work schedules, and bicycling amenities. The outreach program encourages employees' use of alternative commute modes such as ridesharing, transit, telework, bicycling, and walking. The outreach program also aids employers with holding bicycling seminars for employees, maintaining an up-to-date regional Bicycling Guide, and offering car-sharing and bike-sharing information to lower employers' fleet management costs. Resources will also be provided to employers on the benefits of teleworking and assist them in starting or expanding telework programs. Technical assistance and training will also be offered to Employer Services representatives in both the Washington DC designated nonattainment area and all Maryland jurisdictions outside of the area.

- GRH Baltimore will provide users of alternative commute modes in the Baltimore metropolitan region and St. Mary's County up to six free rides home per year in a taxi or rental car in the event of an unexpected personal or family emergency or unscheduled overtime. Marketing and advertising activities will continue to be developed and implemented in the Baltimore region. A GRH Baltimore region and St. Mary's County Applicant Survey will be conducted in FY 2025.

Figure 1 of this document illustrates that the Commuter Connections service area is much larger than the designated area for workers eligible for the GRH program and larger still for workers who can access the Commuter Connections ridematching services. The total Commuter Connections service area has approximately 10 million residents.

Program Background

Commuter Connections is a continuing commuter assistance program for the Washington region which encourages commuters to use alternatives to driving alone in a private automobile, including ridesharing, transit, telecommuting, bicycling, and walking. The program has evolved and expanded over the past four plus decades following its inception in 1974 as the Commuter Club. In the mid-1980s, in an effort to better share regional ridesharing information the Commuter Club was expanded into the Ride Finders Network, which included Alexandria, Fairfax County, Montgomery County, Prince William County and the Northern Virginia Transportation Commission. By 1996, after steady growth in both size and strength, the Ride Finders Network became Commuter Connections, the commuter transportation network serving the Washington metropolitan region, encompassing twelve counties, four cities, and eight federal agencies. The Commuter Operations Center component of the current Commuter Connections Program represents the evolution of the earlier Commuter Club and Ride Finders Network programs.

In the mid-1990s, several new elements were added to the Commuter Connections Program as Transportation Emissions Reduction Measures (TERMs) to help meet regional air quality conformity requirements. The TERMS were designed to produce specific reductions in Volatile Organic Compounds (VOCs) and Nitrogen Oxides (NOx) by reducing vehicle trips and vehicle miles of travel associated with commuting. The measures were adopted into the regional

Transportation Improvement Program (TIP) by the Transportation Planning Board (TPB) and funded jointly by the District of Columbia, Maryland, and Virginia Departments of Transportation, with some variation in funding shares for the different measures.

<u>Measure</u>	<u>Date Implemented</u>
Commuter Operations Center	1974
Metropolitan Washington	
Telework Resource Center	1996
Integrated Ridesharing	1996
Employer Outreach	1997
Guaranteed Ride Home	1997
Employer Outreach for Bicycling	1998
Mass Marketing of Alternative Commute Options	2003
GRH Baltimore	2010

As the program elements shown above were implemented, their performance was evaluated over time. In FY 2006, the measures were revised to focus resources on the most effective program components. The total daily impacts of the Commuter Connections program were calculated in FY 2023 to be:

	<u>Daily Impacts</u>
VT Reductions:	119,500
VMT Reductions:	2,168,000
NOx Reductions (Tons):	0.4
VOC Reductions (Tons):	0.3
	<u>Annual Impacts</u>
CO2 Reductions (Tons)	178,300

Extensive monitoring and evaluation have been carried out for the Commuter Connections Program over the past two decades, and comprehensive data sets are available for reviewing the performance of individual program elements and identifying areas for both strengthening the performance of the program and streamlining the oversight and management procedures. The Program has been shown through the FY 2021 – 2023 TDM Analysis Report to be a cost-effective way to reduce vehicle trips (VT), vehicle miles of travel (VMT), and vehicle emissions associated with commuting. The following overall cost-effectiveness measures for the Commuter Connections Program are based on the results of the FY 2021 – 2023 TDM Analysis Report that was released on November 21, 2023:

	<u>Daily Impacts</u>
Cost per VT reduced:	\$0.19
Cost per VMT reduced:	\$0.01
Cost per ton of NOx reduced:	\$49,000
Cost per ton of VOC reduced:	\$59,700
	<u>Annual Impacts</u>
Cost per ton of CO2 Reduced	\$ 27

The Commuter Connections TDM program elements offer other benefits to residents and commuters of the Washington metropolitan region, in societal objectives such as greater mobility, improved road safety, and enhanced transportation system performance. These benefits have joined congestion and air quality as forces shaping the region's transportation policies, making them also relevant to Commuter Connections partners and funders. Documenting the types and magnitude of these benefits demonstrates the broad value of Commuter Connections programs to the community and the value of investments made in the programs. Documenting these contributions also supports the regional response to the federally mandated performance-based planning and programming (PBPP) process required of states and MPOs. Under this requirement, MWCOG must track a variety of performance indicators related to transportation system performance, such as hours of peak hour excessive roadway delay. In the FY2021 – FY2023 regional TDM program evaluation analysis estimates of regional cost savings generated for selected societal benefits of the Commuter Connections travel and emissions impacts include:

- Air pollution/emissions reductions in NOx and VOC
- Reduction in greenhouse gas emissions/CO2
- Reduction in congestion (reduced hours of peak period travel delay)
- Reduction in fuel consumption (gasoline cost saving)
- Improved road safety (accidents reduced per 1 million VMT)
- Noise pollution reduction (reduced motor vehicle noise)

The analysis showed that program impacts generate about \$519,800 of daily cost savings across the societal benefits included in the calculation. The largest share of the cost saving is in reduction of excess fuel used; this benefit is valued at over \$317,800 per day, or about 61% of the total daily benefits. Reduction in hours of travel delay accounts for about 17% of the total daily benefit (\$87,730). Noise pollution reduction generates about 9% and the air pollution/greenhouse gas reduction combined benefits and road safety crash reduction benefits each are responsible for about 6% and 7%, respectively, of the total cost saving.

The Commuter Connections Program is generally regarded as among the most effective commuter assistance programs in the nation in terms of reductions effected in vehicle trips and vehicle miles of travel. Existing data collected on Commuter Connections program performance has been used to refine and enhance the program and to streamline procedures for program oversight and administration.

FIGURE 1: COMMUTER CONNECTIONS GEOGRAPHIC COVERAGE AREA

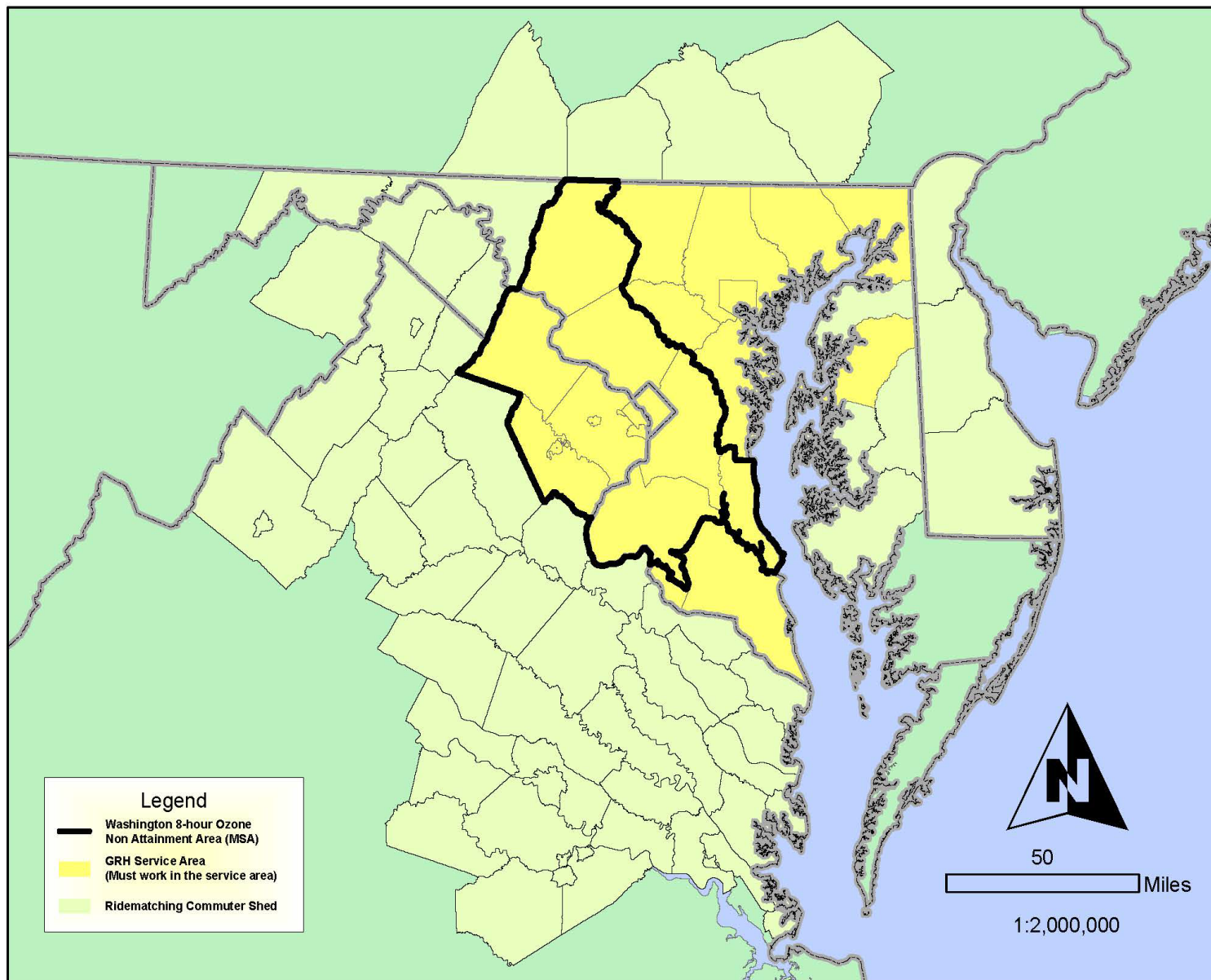
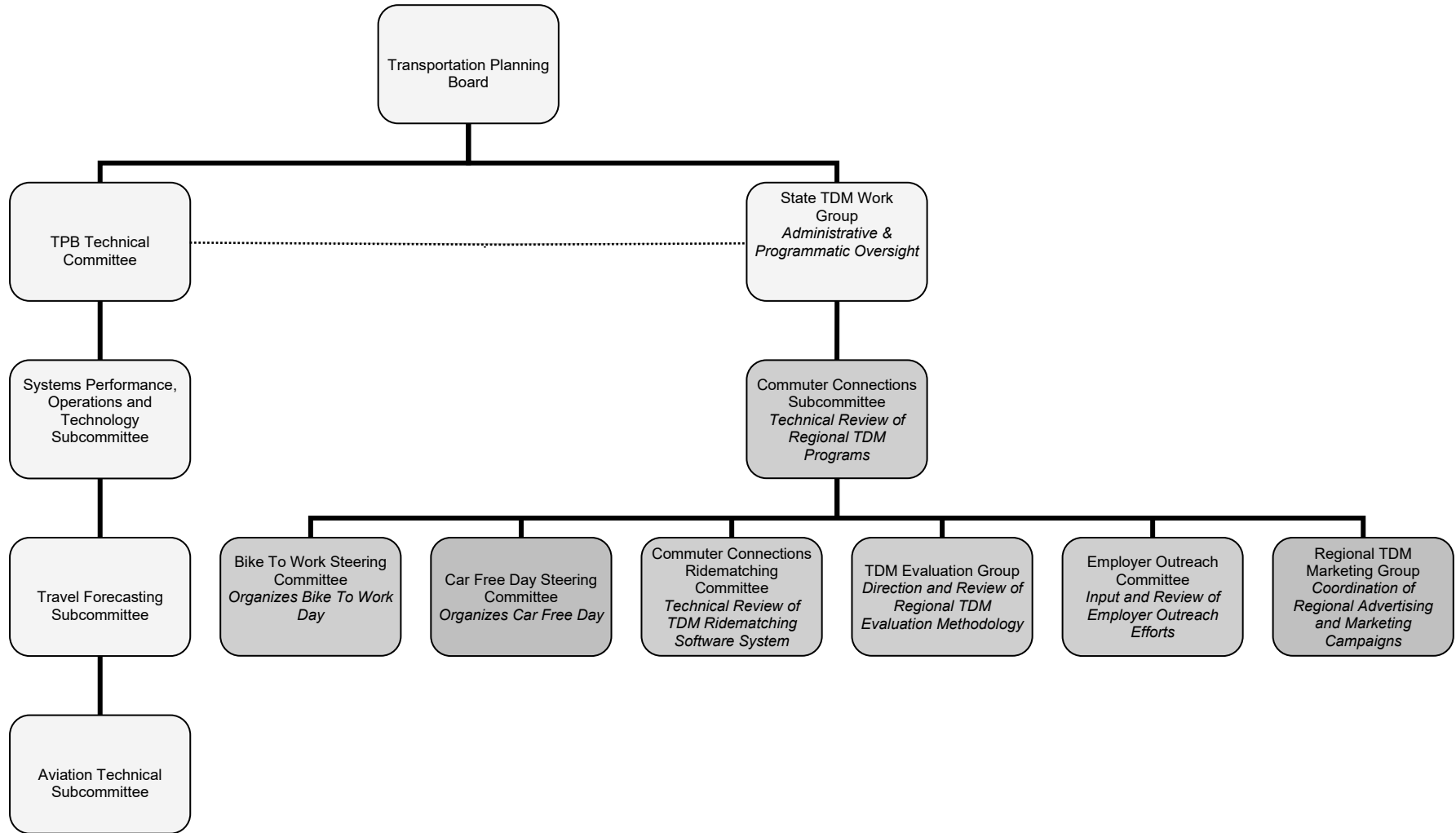


FIGURE 2: COMMUTER CONNECTIONS STRUCTURE



**Table 1
FY 2025 COMMUTER CONNECTIONS BUDGET AND WORK PROGRAM EXPENDITURES**

WORK ACTIVITY	DIRECT LABOR EXPENSE				INDIRECT	NON-LABOR DIRECT EXPENSE			TOTAL
	SALARIES (includes Leave)	FRINGE BENEFITS 22.39%	INTERNS	OTHER STAFFING	MGMT & ADMIN 57.71%	DATA & PC COSTS	CONTRACT SERVICS	OTHER	
Commuter Operations Center	270,876	60,649	-	-	191,323	34,981	170,415	21,814	750,058
Guaranteed Ride Home	234,801	52,572	-	-	165,843	6,554	198,000	320,384	978,153
Marketing	422,576	94,615	7,496	-	302,796	18,558	859,255	2,284,633	3,989,929
Monitoring and Evaluation	192,948	43,201	-	-	136,282	-	551,000	19,199	942,630
Employer Outreach	78,857	17,656	-	-	55,698	24,607	-	699,689	876,507
GRH Baltimore	35,188	7,879	-	-	24,854	-	65,750	91,329	225,000
TOTAL	1,235,246	276,572	7,496	-	876,796	84,700	1,844,420	3,437,048	7,762,277

**Table 2
 COMMUTER CONNECTIONS FISCAL YEAR 2025 BUDGET
 BY STATE FUNDING AGENCY AND PROGRAM ELEMENT**

FUNDS SOURCE	Commuter Operations Center	Guaranteed Ride Home (GRH)	Marketing	Monitoring & Evaluation	Employer Outreach*	GRH Baltimore	TOTALS
District of Columbia (DDOT)	\$82,489	\$115,422	\$449,478	\$111,230	\$29,208	\$0	\$787,827
State of Maryland (MDOT)	\$307,586	\$430,387	\$1,841,815	\$414,758	\$756,694	\$175,000	\$3,926,240
State of Maryland (MTA)	\$0	\$0	\$0	\$0	\$0	\$50,000	\$50,000
Commonwealth of Virginia	\$308,983	\$432,344	\$1,698,636	\$416,642	\$90,605	\$0	\$2,947,210
Other**	\$51,000						\$51,000
TOTAL	\$750,058	\$978,153	\$3,989,929	\$942,630	\$876,507	\$225,000	\$7,762,277

** Virginia and the District of Columbia have allocated \$1,468,923 pending available funds to local jurisdictions and contractors to implement the Employer Outreach project. DDOT has allocated \$316,373, VDOT has allocated \$752,550, and VDRPT has allocated \$400,000.*

***Software User Fees - \$51,000*

Detailed Task Descriptions and Cost Estimates for the FY 2025 Commuter Connections Work Program

I. COMMUTER OPERATIONS CENTER

The Commuter Operations Center has been in existence since 1974 and provides Commuter Connections network member local jurisdictions, Transportation Management Associations (TMAs), and federal government agencies a centralized ridematching system and database for commuting information. Through the Commuter Operations Center, commuter information and ridematching are provided as a free service to commuters living or working in the Washington metropolitan region. As part of the overall program, COG/TPB staff provides the following services:

- Ridematching coordination, technical assistance and administrative support to network member local agencies;
- transportation information services to the general public;
- transportation information software, hardware, and database maintenance; and
- commuter information systems.

The Commuter Operations Center is comprised of the four project areas listed below. The total annual budget for the Commuter Operations Center regional program is \$750,058.

A. RIDEMATCHING COORDINATION, TECHNICAL ASSISTANCE AND ADMINISTRATIVE SUPPORT

Each month, COG receives several hundred applications for ridematching information. Nearly 100% of these applications are received through the Commuter Connections website. COG/TPB staff reviews and processes all applications received through its website. Matchlists for carpool and vanpool information are sent daily by email or in some very rare cases by mail. Each local Commuter Connections network member has access to the regional TDM on-line system and is notified through a customized queue when a commuter application has been entered through the Commuter Connections website from a commuter living in that network member's jurisdiction or in some cases, depending on the network member, it may be a commuter working in their service area. The queue serves as notification that the network member staff should take ownership of the record and follow up with the commuter to provide additional assistance, as needed. Network members can also enter applications into the system on behalf of their commuter customers. This type of application entry is done through a network member's access portal through the Commuter Connections website. Applications received at COG through the mail are forwarded to the network member serving the applicant's home jurisdiction or work jurisdiction for entry into the rideshare database.

The following local jurisdictions, transportation agencies, transportation management associations, and federal government agencies deliver ridematching and commuter assistance services through the Commuter Connections network to their residents and/or workers:

District of Columbia	Maryland	Virginia
COG/TPB	Anne Arundel County	City of Alexandria
	Baltimore City	Arlington County-COG/TPB
	Baltimore Metropolitan Council	Department of Defense
	Bethesda Transportation Solutions	Fairfax County
	Food and Drug Administration	George Washington Regional Commission
	Frederick County	Loudoun County
	Harford County	Northern Shenandoah Regional Valley Commission
	Howard County	Potomac and Rappahannock Regional Commission
	Maryland Transit Administration	Rappahannock – Rapidan Regional Commission
	Montgomery County	
	National Institutes of Health	
	North Bethesda Transportation Center	
	Prince George’s County	
	Tri-County Council for Southern Maryland	

COG/TPB staff administers ridematching services on behalf of the District of Columbia and Arlington County. The local jurisdiction commuter assistance programs listed in Maryland and Virginia receive separate grants from the Maryland Transit Administration and the Virginia Department of Rail and Public Transportation to provide local services and to help support regional TDM program activities.

During FY 2025, COG/TPB staff will continue to provide technical support and training to Commuter Connections network member agencies for the regional Commuter Connections TDM software system. In addition, staff will be providing administrative support for the Enhancing Mobility Innovation Grant (EMI) Federal Transit Administration (FTA) grant to provide additional mobility solutions throughout the greater metropolitan region. The pilot program aims to leverage its existing software application system with employers in the region to connect potential riders with more flexible and convenient vanpool options, especially in transit scarce parts of the region. Staff will continue to review and distribute ridematching applications received from employers and the general public. Matchlist and renewal notice generation and distribution services will also be provided through COG. COG/TPB staff will produce network member technical

assistance reports from the Commuter Connections TDM system, and provide staff support and coordination to the Commuter Connections State TDM Work Group, the Commuter Connections Subcommittee, the Commuter Connections Ridematching Committee, and to the Federal ETC Advisory Group. Staff will monitor current events and regional trends to determine whether TDM-oriented work groups need to be organized and facilitated. COG/TPB staff will also fulfill daily network member data requests. Federal Agency Employee Transportation Coordinator training will be coordinated and, in some instances, given by COG/TPB staff. Staff will also produce an annual Commuter Connections Work Program for FY 2026. The CCWP Master Agreement between COG and the state funding agencies will continue to be reviewed and updated as needed.

COG/TPB staff will also continue work to expand the regional SchoolPool program so that more schools, safe routes to school coordinators and jurisdictions use the service, maintain the special events ridematching software module, and monitor the trip tracking software module.

Cost Estimate: \$205,523

Products: Database documentation of specific technical actions implemented. *(COG/TPB staff)*

Documentation of Subcommittee and Ridematching Committee meetings. *(COG/TPB staff)*

Documentation of daily technical client member support given through COG's Help Desk. *(COG/TPB staff)*

Daily matchlist generation and distribution. *(COG/TPB staff)*

TDM Web Based System Training Manual updates, as needed. *(COG/TPB staff)*

Monthly commuter renewal notices as part of the purge process. *(COG/TPB staff)*

Review and update existing Emergency Management Continuity of Operations Plan for Commuter Connections program services. *(COG/TPB staff)*

Transportation Demand Management Resources Directory update twice yearly. *(COG/TPB staff)*

Federal ETC website updates. *(COG/TPB staff)*

FY 2026 Commuter Connections Work Program.
(COG/TPB staff)

Services:

Software client Member Help Desk technical support.
(COG/TPB staff)

Software and customer service training, as needed.
(COG/TPB staff)

Federal agency ETC training and support to the
Federal ETC Advisory Group. (COG/TPB staff)

Staff the Commuter Connections Subcommittee,
Ridematching Committee, and STDM Work Group, as
well as any other specially formed work groups
(COG/TPB Staff)

Work with state funding agencies to review and
update CCWP Master Agreement (COG/TPB staff in
conjunction with State Funding Agencies)

Schedule:

July 1, 2024 - June 30, 2025

Oversight:

Ridematching Committee

- Communicate Technical Support Issues
- Share knowledge and experience on “Hot Topic” Issues
- Provide input and feedback on Software Technical Policies (i.e., purge process, Help Desk)
- Provide requests for software training

Commuter Connections Subcommittee

- Provide input and comments to FY 2026 CCWP
- Provide input and feedback on all programs and projects in CCWP

STDM Work Group

- Provide input and comments to FY 2026 CCWP
- Provide input, feedback and approval on all programs and projects in CCWP
- Review and provides updates, if needed, to CCWP Master Agreement

B. TRANSPORTATION INFORMATION SERVICES

COG has provided transportation information services for 50 years in the Washington metropolitan region. The Commuter Operations Center provides basic carpool/vanpool, park-and-ride lot, transit, telecommuting, bicycling, and walking information. Specialized transportation information is also provided in support of Bike to Work Day, Car Free Day, CarpoolNow, Flextime Rewards, incenTrip, SchoolPool, and Special Events as well as other regional commuter service programs.

COG maintains and staffs the regional commute information telephone number 1-800-745-RIDE. Calls received at COG are transferred to the local Commuter Connections network member office (based on jurisdiction of residence or in some cases work location of the caller) where applicable. COG/TPB staff provides transportation information services to those commuters who cannot be assigned to a client member site, including residents of the District of Columbia and Arlington County, Virginia. COG receives several hundred calls per month through the 800 number. COG staff also responds to daily requests and questions received by email.

During FY 2025, COG/TPB staff will continue to provide traveler information on alternatives to driving alone to the general public by telephone, website, electronically, and through printed information. Staff will also provide information on Commuter Connections' incentive programs such as 'Pool Rewards, CarpoolNow, Flextime Rewards, and incenTrip. Staff will continue processing applications from the general public and/or from Commuter Connections network members who request the service on a permanent or temporary basis based on information requests received. COG/TPB staff will answer the regional "800" telephone line, Telecommunications Device for the Deaf (TDD) line, and respond to e-mails on information requests from the Commuter Connections TDM system web service.

Cost Estimate: \$106,675

Products: Provide commuter traveler information on alternatives to driving alone to the general public through the Commuter Connections website, electronically, or through printed information. *(COG/TPB staff)*

Services: Provide commuter traveler information on alternatives to driving alone to the general public by telephone and email. *(COG/TPB staff)*

Process application questions received from the general public. *(COG/TPB staff)*

Answer and respond to commuter calls from the regional "800" Commuter Connections line, DC Pool line, and COG TDD line. *(COG/TPB staff)*

Respond to commuter e-mails from the Commuter Connections TDM web service. *(COG/TPB staff)*

Provide general public customer service. *(COG/TPB staff)*

Schedule: July 1, 2024 - June 30, 2025

Oversight: Ridematching Committee

- Provide input and feedback to information services policies and procedures.

C. TRANSPORTATION INFORMATION SOFTWARE, HARDWARE, AND DATABASE MAINTENANCE

The regional Transportation Demand Management (TDM) software system is provided as a regional database resource with secure online access to over two dozen commuter assistance programs that include local rideshare agencies, Transportation Management Associations, and federal government agencies. The commuter assistance programs use the TDM software system to service their local commuters' transportation needs for alternative commuting information.

This project includes the daily routine monitoring and maintenance of the TDM software system as well as the hosting of the on-line system through the cloud as well as all mobile applications. Tasks include daily backup of the TDM database, maintenance of the TDM web system servers, contingency management services, support to the TDM Postgres database and to cloud-based web servers, Postgres database administration and support, documentation of overall system and substantive system changes.

This project will also include ongoing software code upgrades to the web-based TDM system and associated mobile applications. Changes made to the software code will be reflected in a responsive web design format in order to be displayed on smart phone devices such as Android and iPhone and tablets. Access to specific system modules will be provided through mobile applications such as Commuter Connections, CarpoolNow, and incenTrip. COG/TPB staff will continue to examine ways in which its existing service applications and programs can be enhanced and streamlined to integrate the gamification and rewards aspects including the incenTrip mobile application. Support will also be provided to the Enhancing Mobility Innovation Grant (EMI) grant to provide additional mobility solutions throughout the greater metropolitan region in order to provide additional vanpooling opportunities to commuters in transit desert areas across the region through the existing TDM system.

Cost Estimate:	\$364,462
Consultant Costs as Part of Estimate:	\$170,415
<i>(Maintenance Contracts/Software)</i>	

Services: Provide daily routine monitoring and maintenance of the TDM system and database for over two dozen commuter assistance programs. *(COG/TPB staff)*

Monitor and update TDM system cloud-based servers, software programming code, and mobile applications. *(COG/TPB staff in consultation with contractor).*

Schedule: July 1, 2024- June 30, 2025

Oversight: Ridematching Committee

- Provide input and feedback to TDM system maintenance policies.
- Provide recommendations for TDM Web based system software code upgrades.

D. COMMUTER INFORMATION SYSTEM

The Commuter Information System project provides the TDM system with a GIS based information system that includes transit stop data, telework center locations, park and ride lot locations, carpool pick-up points, and bicycling information as part of the ridematching functionality.

During FY 2025, COG/TPB staff will continue integration activities of new transit, telework/co-working centers, park and ride lots, and bicycle route data into the TDM system server. Staff will also continue to obtain updated transit data primarily via GTFS feed, street centerline information and park-and-ride lot data from local jurisdictions and transit properties and reformat this data as necessary to the proper GIS format for use on the regional TDM system. Updates to the park-and-ride and telework/co-working center datasets for use on the TDM system will continue as will updates to the interactive GIS-based website application to include updated local and regional information for 11,000 plus transit stops, telework/co-working center, park-and-ride lots, and bicycle lanes/paths records. The bicycle routing module will also be maintained and updated to reflect any new and/or expanded bicycle paths and/or trails.

Cost Estimate: \$73,398

Services: Update local and regional information for transit, co-working and telework center locations, park and ride lots, and bicycle route information which will be used in the TDM web system. *(COG/TPB staff)*

Schedule: July 1, 2024 - June 30, 2025

Oversight: Ridematching Committee

- Provide input into data source updates for TDM web based system.

II. REGIONAL GUARANTEED RIDE HOME PROGRAM

The regional Guaranteed Ride Home (GRH) program eliminates a major barrier to using transit, carpooling, vanpooling, bicycling or walking to work. Studies have shown that a commuter's fear of being "stranded" at work if they or a family member become ill, or if they must work unexpected overtime, is one of the most compelling reasons commuters do not rideshare or use transit to travel to work. The regional GRH program eliminates this barrier by providing a free ride home in the event of an unexpected personal emergency or unscheduled overtime. The GRH program's free ride home is offered only to commuters that carpool, vanpool, use transit, bicycle, or walk to work at least two days per work week. As a result of the GRH program, some single occupant vehicle drivers will switch to a ridesharing or transit commuting alternative, and current ridesharing and transit users will increase the use of alternative commute modes. The GRH program is an insurance program for those commuters who do not drive alone to their worksite.

The Guaranteed Ride Home program is a regional program and consists of the project area previously outlined in Figure 1. The annual budget for the Guaranteed Ride Home program for the two project components outlined below is \$978,153.

A. GENERAL OPERATIONS AND MAINTENANCE

COG/TPB staff processes all GRH applications received through the Commuter Connections web-based TDM software system or by mail. Using the web based TDM system, COG/TPB staff registers qualifying applicants, produces GRH registration ID cards, and sends ID card and participation guidelines to new registrants. Commuters can obtain information about the GRH program and complete an application on the Commuter Connections website, www.commuterconnections.org. Commuters may also call COG's Commuter Connections telephone number, 1-800-745-RIDE, to ask questions about the GRH program and/or request information and an application. The 800 number is equipped with a menu so that callers can choose the menu item that best fits their needs. All GRH questions and requests for information and applications are taken by COG/TPB staff.

COG/TPB staff also mails GRH applications to GRH users who have used the GRH program without formally registering. GRH guidelines permit a commuter to use the GRH service one time as a "one-time exception" before they register. Also, COG/TPB staff mails transit vouchers to GRH users who used transit as part of their GRH trip. All vouchers and invoices from transportation service providers are processed by COG/TPB staff.

In the event the commuter has not supplied an e-mail address, COG/TPB staff mails a re-registration notice to commuters who could not be contacted by telephone. The notice contains an application which the commuter can complete and send to COG to re-register. The commuter can also call Commuter Connections or visit the Commuter Connections website to re-register.

During FY 2025, staff will assist the Commuter Connections Subcommittee in reviewing the GRH participation guidelines for any recommended changes. These recommendations will be presented to the Commuter Connections Subcommittee for their final review and approval. In the past, recommendations have been made to modify and add participation guidelines to better convey the GRH trip authorization, GRH re-registration, one-time exception rules and restrictions, and to expand the number of trips available for commuters.

COG/TPB staff will continue to respond to the general public and to GRH applicants for registrations and re-registrations to the program. Registered commuters will be notified when their GRH registration is about to expire. Staff will continue to prepare and send new and re-registration GRH ID cards along with corporate rewards coupons, registration letters, and participation guidelines on a weekly basis. Staff will also continue to monitor and maintain the GRH applicant database and server. COG/TPB staff will continue to update and maintain program participation guidelines.

Cost Estimate: \$310,786

Direct Costs (Telephone, Copies, etc.) as Part of Estimate: \$22,433

Products: GRH new and re-registration ID cards, corporate rewards coupons and registration letters *(COG/TPB staff)*
GRH Program participation guidelines. *(COG/TPB staff)*

Services: Process application requests from the general public for registration and re-registration to the program. *(COG/TPB staff)*
Notify commuters when registration is about to expire. *(COG/TPB staff)*
Monitor and update GRH applicant database. *(COG/TPB staff)*

Schedule: July 1, 2024 - June 30, 2025

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on GRH program participation guidelines and policies.

B. PROCESS TRIP REQUESTS AND PROVIDE TRIPS

GRH transportation service is provided by several taxi companies, a Transportation Network Company (TNC), and a rental car company all under contract with COG as well as Metrorail. Commuters make their GRH trip request through a menu option provided on COG’s Commuter Connections 800 telephone number or through the Commuter Connections website. The telephone menu option transfers all calls for GRH trips directly to an operations contractor and the email request produces and sends a notification to the contractor. The contractor reviews and assesses the trip request and approves or denies the request based on the GRH Participation Guidelines. The contractor then arranges the approved trips with the appropriate transportation providers. If a trip request is denied, the commuter is offered an arranged trip at their own expense.

During FY 2025, COG/TPB staff will continue management and monitoring of contract services for day-to-day operations services. Day to day operations include confirming ride request eligibility; dispatching rides through the ride service providers; tracking ride requests in the GRH database; and processing invoices for payment for ride service providers, the daily operations contractor and for the general public for transit vouchers.

Customer service training will be provided to all Guaranteed Ride Home call center agents as needed.

Cost Estimate: \$667,367

Consultant/Contractor Costs as Part of Estimate:

<i>(Daily Operations contractor)</i>	\$198,000
<i>(GRH Trips - Cab, TNC, and Car Rental Companies)</i>	\$294,951

Services: Process GRH trip requests, approve/deny requests, and arrange rides. *(Daily Operations Contractor)*

Management and monitoring of contract services for day-to-day operations and cab, car rental, and TNC ride service providers. This includes processing invoices for payment for contractors and for the general public for transit vouchers. *(COG/TPB staff)*

Customer service training for GRH call center agents. *(COG/TPB Staff and contractor)*

Provide GRH Rides *(Cab, TNC, and Car Rental*

Companies)

Schedule: July 1, 2024 - June 30, 2025

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on GRH program operations.

III. **MARKETING**

The Marketing program delivers a “brand promise” for Commuter Connections as an umbrella solution for commuters seeking alternative commuting options within the region through regional marketing campaigns and special events and initiatives. The use of media and other forms of communication at high reach and frequency levels are used to communicate the benefits of alternative commute methods to Single Occupant Vehicle (SOV) commuters most likely to shift to non-SOV travel.

Marketing is a regional program and consists of nine project areas listed below. The total annual project cost for the program tasks is \$3,989,929.

A. TDM MARKETING AND ADVERTISING

Regional TDM marketing campaigns aim to encourage both current SOV and non-SOV populations to either start or to continue using alternative transportation modes for commuting. Regional TDM marketing campaigns complement other on-going Commuter Connections program services that have been implemented in the region by increasing their overall efficiency and effectiveness.

Outreach for Commuter Connections regional marketing campaigns may include but are not limited in the use of direct mail to households and employers, radio, television, website, social media, web banner, bus and rail, and special event advertisements, and keyword search engine sponsorships. COG/TPB staff and its network members may also participate in promotions at employment sites and special events.

The overall objective of the project will be to continue to brand Commuter Connections and to meet the Mass Marketing and overall Commuter Connections impact goals. A marketing/advertising/public relations contractor will be used to produce and execute the creative, copywriting, and earned media (public relations) plan.

The marketing/advertising/public relations contractor provides expertise to develop the regional marketing campaign. The program builds upon current regional TDM marketing efforts by local, state, and regional agencies to establish a coordinated and continuous year-round marketing effort for regional TDM programs. Campaigns will also include the strategic development of a regional outreach campaign as part of the EMI grant to

expand vanpooling opportunities in transit scarce parts of the region which will include an earned media strategy. Partnerships between COG and area transit agencies have been established and are maintained to enable the promotion of incentives such as the GRH program to transit riders. COG has also partnered with local jurisdictions to promote various program services through value added media opportunities.

A Marketing Communications Plan and Schedule is issued within the first quarter of the fiscal year that will outline the overall marketing strategy to be used for the marketing campaign. Input on this plan will be provided by the state funding agencies and the Regional TDM Marketing Group members. A Marketing Planning Workgroup will then be formed provide input to the detailed creative development of the regional marketing campaigns.

COG/TPB staff will update and implement a public relations earned media plan and continuously update the SharePoint site for posting marketing and advertising materials for review by the regional Marketing Planning Workgroup members. An outbound email box has also been established at doccomments@mwcoq.org for communications on reports and other work program products that require feedback by Commuter Connections committee groups. COG/TPB staff will maintain the primary Commuter Connections website and associated social media sites.

A regional commute alternatives newsletter, *Commuter Connections*, will be published quarterly and distributed to several thousand employers. The focus of the newsletter is on federal, state, regional and local information and/or ideas employers can use to either start, expand or maintain employer-based commute benefit programs. In addition, COG/TPB staff works with the General Services Administration to produce a quarterly Employee Transportation Coordinator (ETC) newsletter insertion into the Commuter Connections newsletter, for distribution to more than 100 Federal ETC's.

COG/TPB staff will continue to maintain and update all Commuter Connections collateral materials and Web based information. The regional Resource Guide and Strategic Marketing Plan will also be updated with input from member agencies. Part of the marketing and advertising plan will include the continuation of the 50 year commemoration of the start of Commuter Connections (originally founded as the Commuter Club).

Cost Estimate: \$2,734,588

Consultant/Contractor Costs as Part of Estimate:

<i>(Advertising and Marketing Contractor)</i>	\$ 560,000
<i>(Media Buy)</i>	\$ 1,278,000
<i>(Postage/Printing)</i>	\$ 237,012

Products: SharePoint postings for marketing and advertising materials for review by workgroup members and all

other Commuter Connections committees. *(COG/TPB staff)*

Earned media plan. *(COG/TPB staff in conjunction with consultant)*

Quarterly employer newsletter and Federal agency Employee Transportation Coordinator newsletter. *(COG/TPB staff in conjunction with consultant)*

Mass Marketing material updates and re-prints. *(COG/TPB staff in conjunction with consultant)*

Commuter Connections website and social media page updates. *(COG/TPB staff in consultation with consultant as needed)*

Creative materials for regional TDM marketing campaigns. *(COG/TPB staff in conjunction with consultant)*

Bus and rail advertising development and placement. *(COG/TPB staff in conjunction with consultant)*

Special event advertising development and placement. *(COG/TPB staff in conjunction with consultant)*

Marketing Communications Plan and schedule. *(COG/TPB staff in conjunction with consultant)*

2025 Strategic Marketing Plan and Resource Guide. *(COG/TPB staff in conjunction with consultant)*

Services:

Placement of advertisements including, but not limited to website advertisement through banner ads and social media sites, placement of keyword search engine sponsorships, radio, print, and television, and value-added spots, as needed. *(Consultant)*

Placement of advertisements in printed and electronic telephone directories. *(COG/TPB staff)*

Staff the Regional TDM Marketing Group. *(COG/TPB staff)*

Track the effectiveness of advertising campaigns through call volumes, internet and social media hits. *(COG/TPB staff)*

Process media placement invoices. *(COG/TPB staff)*

Monitor and adjust the implementation of regional marketing campaigns. *(COG/TPB staff)*

Attend and participate in commuter promotional events and special events, as needed. *(COG/TPB staff)*

Management and oversight of marketing contract. *(COG/TPB staff)*

Commemorate Commuter Connections 50th year anniversary *(COG/TPB Staff in conjunction with, marketing contractor and Network Members)*

Schedule:

July 1, 2024 - June 30, 2025

Marketing Communications Plan and Schedule: September 2023

2024 Strategic Marketing Plan and Resource Guide: December 2023

50th year Commuter Connections Anniversary: January – June 2024

Oversight:

Regional TDM Marketing Group

- Provide input and feedback on marketing plan, collateral materials, and recommendations made by the Marketing Planning Work Group.
- Provide information on current regional TDM marketing efforts by local, state, and regional agencies to establish and coordinate continuous year-round marketing for regional TDM.

B. BIKE TO WORK DAY

A major marketing activity is the annual Bike to Work day event. Participation in this event has grown steadily each year and includes bicyclists from all jurisdictions in the region. This event is co-sponsored by the Washington Area Bicyclists Association (WABA) and is supported by COG/TPB staff, the state funding agencies and local jurisdictions, and individual sponsoring companies and organizations. Some of the costs of the event are off-set by business and interest-group sponsors who receive publicity for their financial support.

Commuter Connections participation in Bike to Work day includes support for the planning and promotion of the event, the maintenance and management of the event website, and assistance at the various “pit stops” through new pit stop manager training and on the day of the event, development of promotional materials and advertising, and earned media. An “Employer Challenge” is also held which identifies the top five employers with the most registered participants in the event. A drawing is then held with the five employers to select a winner. The winning employers’ registered participants receive a free lunch event sponsored by Commuter Connections.

COG/TPB staff will continue to support and implement a regional Bike To Work Day event and promote the event to employers and commuters. This will be accomplished through management and oversight of the event website, media placements and marketing coordination activities with the marketing/advertising/public relations contractor.

Cost Estimate:	\$215,780
<i>Consultant/Contractor Costs as Part of Estimate:</i>	
<i>(Advertising and Marketing Contractor)</i>	\$ 90,000
<i>(Media Buy)</i>	\$ 65,000
<i>(State Funding Agency Sponsorships)</i>	\$ 3,600
<i>(Postage/Printing)</i>	\$ 15,853

Products: Earned media plan. *(COG/TPB staff in conjunction with consultant)*

Creative materials for Bike To Work Day Event which may include, but is not limited to logo update, poster, take-away brochure, transit signage, t-shirts, custom banners for each pit stop, radio ad, writing copy for live radio reads, print ad, internet ads, HTML e-mail blasts, and public service announcements. *(COG/TPB staff in conjunction with consultant)*

Regional Proclamation. *(COG/TPB staff)*

Services: Coordinate regional pit stops and pit stop managers for Bike to Work Day event in May 2025. *(COG/TPB staff)*

Coordination and management of event website
(COG/TPB staff in conjunction with WABA staff and consultant)

Bike to Work Day website and social media page updates (COG/TPB staff in conjunction with consultant)

Design and distribute event collateral materials to employers and the general public. (COG/TPB staff in conjunction with consultant).

Placement of advertisements; including, but not limited to website advertisement through social media, banner ads, placement of keyword search engine sponsorships, radio, and print, as needed. Activities include negotiation of value-added media. (Consultant)

Solicitation of corporate sponsors. (COG/TPB staff in conjunction with consultant).

Media outreach and coordination of interviews. (COG/TPB staff in conjunction with consultant)

Coordination of Employer Challenge. (COG/TPB staff)

Process media placement invoices. (COG/TPB staff)

Management and oversight of marketing contract. (COG/TPB staff)

Staff regional Bike To Work Day Steering Committee. (COG/TPB staff)

Schedule: July 1, 2024 - June 30, 2025

Oversight: Bike To Work Day Steering Committee

- Provide input and feedback on marketing collateral materials, radio advertisements and event logistics.

C. EMPLOYER RECOGNITION AWARDS

COG/TPB staff will coordinate the annual Commuter Connections Employer Recognition Awards for employers showing commitment towards voluntarily

implementing commute alternative programs and telecommuting at their respective worksite(s). COG/TPB staff will also explore additional public relations opportunities for the award-winning agencies to be profiled or highlighted. During FY 2009, a review of the program occurred and recommended changes that were adopted were implemented in FY 2010. An Employer Recognition Awards work group will continue to provide input to the collateral material developed for the awards program.

Coordination activities will include developing and distributing an awards nomination packet and soliciting nominations from employers through local jurisdictions, Chambers of Commerce and directly from the employers. Staff will also work with the marketing contractor to review and classify the award submissions. A selection committee of objective transportation industry professionals will be recruited for the awards selection committee. The selection committee will be chaired by a member of the TPB.

The marketing contractor will work with COG/TPB staff to validate nomination entries and obtain any clarification needed from nominees. The marketing contractor will facilitate the selection committee process and tally the voting ballots for each nominee. Once the selection committee makes its recommendations, the award winners will be notified. An awards booklet, giveaway, and short video briefs of each of the award winners will be produced for the awards ceremony. The awards ceremony will be held towards the end of the fiscal year. Staff will coordinate all logistics for the event including, but not limited to securing speakers, writing remarks, securing event venue, and staffing the event. Additionally, COG's Office of Communications along with the marketing contractor will identify media opportunities to highlight the winners.

Cost Estimate:	\$123,289
<i>Consultant/Contractor Costs as Part of Estimate:</i>	
<i>(Advertising and Marketing Contractor)</i>	\$65,000
<i>(Media Buy)</i>	\$ 7,500
<i>(Postage/Printing/Video)</i>	\$22,926

- Products:**
- Awards nomination printed packet and on-line form. *(COG/TPB staff in conjunction with consultant).*
 - Awards invitations *(COG/TPB staff in conjunction with consultant).*
 - Awards Booklet. *(COG/TPB staff in conjunction with consultant).*
 - Award Trophies. *(COG/TPB staff)*
 - Giveaway Item. *(COG/TPB staff in conjunction with consultant).*
 - Video Briefs. *(COG/TPB staff in conjunction with consultant).*

	Event Photos. <i>(Consultant)</i>
	Print Ad. <i>(Consultant in conjunction with COG/TPB staff)</i>
Services:	Coordinate placement of program information on the Commuter Connections website <i>(COG/TPB staff)</i>
	Coordinate award submissions with local jurisdictions. <i>(COG/TPB staff)</i>
	Coordinate logistics for awards selection committee. <i>(COG/TPB staff in conjunction with consultant)</i>
	Facilitate selection committee meeting <i>(Consultant)</i>
	Identify and coordinate earned media opportunities. <i>(COG/TPB staff in conjunction with consultant)</i>
	Placement of print ad. <i>(Consultant)</i>
	Process media placement invoices. <i>(COG/TPB staff)</i>
	Coordinate event logistics including recruitment of speakers, writing speaker remarks, securing event venue, and staffing the event. <i>(COG/TPB staff)</i>
	Management and oversight of marketing contract. <i>(COG/TPB staff)</i>
Schedule:	July 1, 2024 - June 30, 2025
Oversight:	Commuter Connections Subcommittee <ul style="list-style-type: none"> • Provide input and feedback on project and recommendations made by Employer Recognition Awards work group.

D. 'POOL REWARDS

The purpose of the 'Pool Rewards carpool incentive project is to recruit and retain commuters in a carpool through a cash incentive. Commuter Connections research has shown that commuters who are paid to carpool tend to stay in a carpooling arrangement longer than those carpoolers who are not paid. Commuters who currently take transit or a vanpool to work are eligible to receive \$300 per month under the IRS Qualified Transportation Fringe benefit provisions. Carpoolers are not eligible to participate. Carpool incentive programs have been used in a limited fashion in the Washington metropolitan

region during large-scale construction projects such as the Wilson Bridge where the program was named “Bridge Bucks.” The program proved to be extremely successful in convincing commuters to use an alternative form of transportation other than driving alone during the construction period.

The ‘Pool Rewards program began in FY2011 after results were reviewed from a pilot program conducted in FY2010. After measuring the benefits produced from the carpool financial incentive program, comparisons were made from the expected outcomes to the actual outcomes in terms of auto occupancy and vehicle miles of travel, vehicle trips reduced and emission impacts. A follow-up survey conducted in FY 2011 of the original demonstration project participants showed a 93% carpool retention rate of all participants. A survey of new participants was conducted in FY 2011 and showed that 98% of the program participants planned to carpool after the incentive had ended. A survey of all program participants that had completed the program and were paid was conducted in FY 2014 and results showed a 55% carpool/vanpool retention rate. Pool Rewards participants registered during the FY 2015-2017, FY2018 – 2020, and FY2021 - 2023 evaluation periods, were surveyed in FY 2017, FY 2020, and FY2023 to explore retention in alternative modes. The most recent survey found that 98% of participants were still using an alternative mode at least one day per week. These results were used to derive the long-term retention placement factors: 98% continued placement and 2% temporary placement. Continued evaluation will be conducted in order to adjust program guidelines and documentation of program participation from the user’s end. Results from the FY 2017 survey along with program participation rates in both the carpool and vanpool incentive programs were used to adjust the program budget.

The current carpool incentive allows each one-time new participating carpooler to earn up to \$130 over a 90-day time frame through a trip-tracking process. In FY 2012 the ‘Pool Rewards program was expanded to include vanpools. Newly formed vanpools that originate in either the District of Columbia or in Maryland whose destination is in the Washington DC non-attainment region are eligible to participate. Third-party vanpool providers on contract with COG/TPB provide the vanpool service and each of the ‘Pool Rewards eligible vanpools receive an on-going \$200 per month incentive. COG/TPB staff worked with WMATA to develop a monthly mileage reporting system for the Federal Transit Administration’s (FTA’s) National Transit Database. There will also be continued coordination with Virginia’s vanpool incentive program, Vanpool Alliance.

The I-495 Express Lanes Northern Extension Project (“495 NEXT” or “Project”) is a 3-mile extension of the 495 Express Lanes south of Old Dominion Drive to the American Legion Bridge with new and improved connections at the Dulles Toll Road and the George Washington Memorial Parkway. Two new dynamically tolled Express Lanes will run in each direction to help reduce congestion and improve roadway safety as well as provide additional travel choices and improve travel reliability. The Express Lanes are free to HOV 3+ vehicles and transit vehicles. The project is a public-private partnership between the Virginia Department of Transportation (VDOT), and private partner, Transurban. The Express Lanes are scheduled to open in 2025.

The Commuter Connections ‘Pool Rewards program will allow for the formation of new

carpools in I-495 corridor prior, during, and after the peak construction time of the project. Each participant that joins a new carpool will be eligible for an additional \$100 incentive during a 90-day reporting period which will be funded through VDOT's approved I-495 NEXT Transportation Management Plan. The additional incentive for the I-495 Express Lanes projects will be above and beyond the current \$130 that is available through the regional 'Pool Rewards program. The purpose of the program is to provide an added incentive for commuters to alter their driving behavior prior, during, and after the project construction period. Marketing and advertising for the I-495 Express Lanes 'Pool Rewards incentive will be separate for this activity.

Those participants receiving payouts from 'Pool Rewards and participate in other Commuter Connections incentive programs would have the amounts received from 'Pool Rewards included in the \$600 total Commuter Connections incentive amount allowed each calendar year.

In FY 2025, advertising materials will be updated along with on-line advertising to entice additional project participants.

Cost Estimate: \$119,719

Consultant/Incentive Costs as Part of Estimate:

<i>(Advertising and Marketing Contractor)</i>	\$ 6,000
<i>(Media Buy)</i>	\$20,000
<i>('Pool Rewards Incentive Payments)</i>	\$ 6,510 (carpools)
	\$15,000 (Virginia I-495)
	\$42,000 (vanpools)

Products: Marketing materials. *(COG/TPB staff in conjunction with consultant)*

Services: Operation of 'Pool Rewards program which includes registering and verifying participants, monitoring trip logs, supervisor verification, and payments to program participants. *(COG/TPB staff)*

Administer program surveys and obtain supervisor verifications *(COG/TPB staff)*

Media Placements on radio, television, web. Social media, and value-added spots, as needed *(Consultant)*

Process media placement invoices. *(COG/TPB staff)*

Management and oversight of marketing contract. *(COG/TPB staff)*

Report vanpool data to the FTA's National Transit Database (COG/TPB staff)

Update program terms and conditions, and participation guidelines as needed (COG/TPB staff)

Design and distribute collateral materials for distribution to employers and the general public (COG/TPB staff)

Schedule: July 1, 2024 - June 30, 2025

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on project recommendations for program continuation and/or expansion.

E. CAR-FREE DAY

During FY 2025, COG/TPB staff will coordinate with local jurisdictions to implement the regional Car Free Day campaign that will encourage residents to leave their cars behind or to take alternative forms of transportation such as public transit, carpools, vanpools, telework, bicycling or walking.

Car Free Day was first held in FY 2009. Following the 2019 event, Commuter Connections conducted a brief survey of event registrants to examine their use of car-free and car-lite) travel options during the Car Free Day event and their subsequent continued use of these options for commute travel. The survey was repeated in 2022. The analysis only captured impacts for commuting travel. The most survey found that 86% of all respondents had used a car-free or car-lite option for a commute trip on Car Free Day. For 20% of these respondents, the Car Free Day option was a different mode than they usually would have used, and 62% who changed mode would have driven alone or carpooled/vanpooled. Participants had an average commute distance of 12.8 miles one-way. These results were used to calculate the "event day" trip reduction impact.

The survey further indicated that 9% of employed respondents had increased their regular average frequency of car-free/car-lite options, with an average weekly trip reduction of 3.58 trips, equating to a daily trip reduction of 0.72. These factors were applied to the participant population to estimate the on-going Car Free Day impacts which are highlighted in the FY2021 – FY2023 regional TDM Analysis Report.

This event will be held on September 22nd each year in tandem with World Car Free Day. Evaluation results of the project will include participation and transportation and emission impacts which will be used to make improvements to the annual event. In 2024, the event will fall on a Sunday and will be promoted over a two day period to include Monday which will allow commuters to participate. A marketing campaign along with public outreach

efforts will be developed to coincide with this worldwide celebrated event.

Cost Estimate:	\$118,134
Consultant/Contractor Costs as Part of Estimate:	
(Advertising and Marketing Contractor)	\$ 35,000
(Media Buy)	\$ 45,000
(Postage/Printing)	\$ 17,934

Products: Marketing collateral which can include but is not limited to development and printing of posters, transit signage, bus shelter signage and other related advertising collateral that will need to be printed.
(COG/TPB staff in conjunction with consultant)

Development and production of radio, internet, and social media ads, and text messages, and HTML e-mail blasts. *(COG/TPB staff in conjunction with consultant)*

Earned media plan development and implementation.
(COG/TPB staff in conjunction with consultant)

Update of website and social media pages.
(COG/TPB staff in conjunction with consultant)

Services: Implement regional Car Free Day(s) event on September 22, 2024, and promote event to the general public, employers and to the media.
(COG/TPB staff in conjunction with consultant).

Media Placements, including the negotiation of value-added placements. *(Consultant)*

Process media placement invoices. *(COG/TPB staff)*

Staff regional Car Free Day Steering Committee.
(COG/TPB staff)

Management and oversight of marketing contract.
(COG/TPB staff)

Schedule: July 1, 2024 - June 30, 2025

Oversight: Car Free Day Steering Committee

- Provide input and feedback on marketing collateral materials, radio

advertisements and event logistics.

F. CARPOOLNOW MOBILE APPLICATION

During FY 2017, COG/TPB staff launched CarpoolNow, a new rideshare mobile application that gives commuters in the Washington metropolitan region the ability to carpool on-demand and in real-time. The app immediately connects users who are offering a ride with those seeking a ride. It also displays routes, estimates pickup times, and confirms pick-up and drop-off locations. CarpoolNow also uses the commuter’s real-time location to suggest popular carpool pickup points throughout the Washington, DC metropolitan region that are marked with a “plus” icon on the user’s map when logged in to the CarpoolNow app.

During FY2018, COG coordinated with Howard County, Maryland on a marketing initiative to support the CarpoolNow app. The marketing initiative was used to encourage commuters to download and use the app and consisted of producing creative materials to be used on traditional and digital media outlets. A driver incentive was also designed, examined and tested. Results from this project were used to expand the marketing of the CarpoolNow mobile app and a \$10 per trip driver incentive to the Washington metropolitan region in FY2019. Drivers receiving the incentive can receive up to \$600 per calendar year. The \$600 total would also be inclusive of any other Commuter Connections incentive program payments. In FY2023, COG/TPB staff worked with vanpool stakeholders in the region to develop and implement a “Flexible Vanpool” component that helps Vanpool Operators and Coordinators advertise open seats in their vanpool(s) to the public. Enrolling a vanpool in Flexible Vanpool means the public can request to join a vanpool in real-time or reserve a seat in advance for a one-time ride. Vanpool operators throughout the region are eligible to sign-up free and will be able to collect payments through their own on-line or other mobile payment portal(s).

Cost Estimate:	\$68,544
<i>Consultant/Contractor Costs as Part of Estimate:</i>	
<i>(Advertising and Marketing Contractor)</i>	\$ 6,000
<i>(Media Buy)</i>	\$ 15,000
<i>(Commuter Incentives)</i>	\$ 34,033

Products: Development and production of creative and marketing services including, but not limited to radio, internet, newsprint, educational video, SEO blog posts, venue, mobile, social media and text ads. *(COG/TPB staff in conjunction with consultant)*

Update of website and social media pages to reflect promotional activities and incentives. *(COG/TPB staff in conjunction with consultant)*

- Services:**
- Promote mobile app to the general public, employers and to the media. *(COG/TPB staff in conjunction with consultant).*
 - Operation of CarpoolNow driver incentive program which includes registering and verifying participants, monitoring trip logs, supervisor verification and payments to program participants, and updates of popular carpool pick-up locations. *(COG/TPB staff)*
 - Media placements, including the negotiation of value-added placements. *(Consultant)*
 - Process media placement invoices. *(COG/TPB staff)*
 - Management and oversight of marketing contract. *(COG/TPB staff)*
- Schedule:** July 1, 2024 - June 30, 2025
- Oversight:** Commuter Connections Subcommittee
- Provide input and feedback on project recommendations for program continuation and/or expansion.
 -

G. FLEXTIME REWARDS

During FY 2017, COG/TPB staff researched and wrote a Flextime Incentives “White Paper” which was endorsed for release in FY 2018. The White Paper provides speculation on the positive impacts of implementing a flextime incentive program for the Washington D.C. metropolitan region. Research on the subject was examined and flextime impacts within major metropolitan areas of the United States and abroad are examined. This document selects corridors in the Washington D.C. region that may benefit from an incentive program and details the beneficial impacts of implementing a flextime-incentive pilot program.

Based on the initial responses with regards to the likelihood of using a flextime incentive from the 2016 State of the Commute survey, and a FY2023 analysis of the region’s top-10 traffic bottlenecks, to allow for a variety of roadway segments on a regional scale, the following corridors are eligible for commuters to use as part of the Flextime Rewards incentive:

- I-95 North and South at VA-123/Exit 160
- BW Parkway North at Powder Mill Road
- US-301 South at McKendree Road/Cedarville Road
- I-495 Inner Loop at the I-270 spur
- DC-295 heading southbound at East Capitol Street.

During FY2017 and FY2018, COG coordinated with the University of Maryland to develop the algorithm using a variety of verification techniques to confirm the legitimacy of a user's trip. This includes the mandatory use of location services to verify departure and arrival times, as well as verify the route the individual has traveled. This verification helps confirm participants traveling to their registered workplace, particularly for those receiving a cash incentive. It also helps verify that the participant is truly flexing their time and rerouting the trip. Verification techniques used in FY2018 simply included self-reporting by the commuter for inclusion in a monthly or quarterly prize/gift drawings.

Part of the program's implementation is determining the severity of an incident along a corridor that would require a notification to be sent to registered users. Levels of service during the peak period on all the corridors of interest are already consistently rated "E" – "F" without the presence of an incident. The University of Maryland's predictive travel model assists in determining which incidents warrant a notification. This model calculates the estimated time of arrival while traveling along corridors in the region and recalculates every time an incident is detected. This will give insight into the severity of an incident that has recently occurred and allow notifications to be pushed appropriately.

Commuters using these five corridors register to participate in the incentive program through an electronic application. In FY2019 it was determined that an \$8 cash incentive would be paid to a commuter each time they received a traffic notification and elected to delay their trip during peak hour travel times in the a.m. and/or the p.m. This cash amount determination was made on previous literature review regarding incentive programs from the Flextime White paper issued by COG/TPB staff. Commuters participating in Flextime Rewards can receive up to \$600 per calendar year. The \$600 total would also be inclusive of any other Commuter Connections incentive program payments.

The applications received from individuals traveling along select corridors are reviewed and either approved or denied by COG/TPB staff. Careful attention is given during this process to determine eligibility associated with implementing an incentive program of this type. Depending on eligibility requirements, existing Commuter Connections account holders may be able to simply opt in to the program and use the Commuter Connections mobile app to participate in the program.

Given that the pilot project focused on four top bottleneck corridors in the region, it is reasonably expected that 35 flextime notifications would be sent during a typical year involving the selected corridors resulting in the following annual incentive costs; however the costs associated with 35 notifications will be dependent on the number of participating individuals choosing to delay or avoid their trip during peak of the peak hour commuting periods in the a.m.(7 to 8 a.m.) and in the afternoon (5 to 6 p.m.).

The corridors selected for observation were purposely chosen for pilot program implementation in FY2018 and then updated in FY2023. Corridors not included as a corridor of interest may still benefit from an incentive program and can still be a candidate for future expansion of the program given overall participation and survey results.

During FY2023, the Flextime Rewards program was integrated into the incenTrip mobile app

and now resides as an option for commuters to use in the event they receive a traffic alert/notification and elect to delay their trip on either the home or work location.

Cost Estimate:	\$110,740
<i>Consultant/Contractor Costs as Part of Estimate:</i>	
<i>(Advertising and Marketing Contractor)</i>	\$ 12,000
<i>(Media Buy)</i>	\$ 15,000
<i>(Commuter Incentives)</i>	\$ 59,763

Products: Development and production of creative and marketing services including, but not limited to radio, internet, newsprint, educational video, SEO blog posts, venue, mobile, social media and text ads. *(COG/TPB staff in conjunction with consultant)*

Update of website and social media pages to reflect promotional activities and incentives. *(COG/TPB staff in conjunction with consultant)*

Services: Operation of Flextime Rewards program which includes registering and verifying participants, monitoring trip logs, supervisor verification and payments to program participants, and monitoring and updating corridors of operation. *(COG/TPB staff)*

Administer program surveys and obtain supervisor verifications as needed *(COG/TPB staff)*

Promote Flextime Rewards program to the general public, employers and to the media. *(COG/TPB staff in conjunction with consultant).*

Media Placements, including the negotiation of value-added placements. *(Consultant)*

Process media placement invoices. *(COG/TPB staff)*

Management and oversight of marketing contract. *(COG/TPB staff)*

Schedule: July 1, 2024 - June 30, 2025

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on project recommendations for program continuation and/or expansion.

H. INCENTRIP (COMMUTERCASH) MOBILE APPLICATION

During FY 2019, COG/TPB staff in collaboration with the University of Maryland (UMD), soft-launched incenTrip, a new mobile application that gives commuters in the Washington metropolitan region the ability to avoid both day-to-day congestion and traffic jams caused by traffic accidents, work zones, special events and adverse weather conditions. App users also earn reward points while receiving recommendations on the best travel mode, departure time and/or route recommendations. The app was formally launched in August 2019 at a launch event hosted and conducted by the TPB's officer's and UMD senior project leadership.

The app allows users to earn reward points every time a trip is planned through incenTrip and users can take advantage of multimodal travel options, outsmart traffic jams, and invite their friends to join. With a single click, users can exchange their points for an incentive.

By supporting incenTrip and providing incentives to travelers, Commuter Connections can address congestion, reduce energy use, and emissions. The key innovation of incenTrip is the development of personalized and dynamic incentives that vary based on individual preferences and real-time traffic conditions, which significantly improves the cost-effectiveness of traveler incentives. incenTrip performance can be monitored daily via a customized dashboard. The goal of the incenTrip eco-system is to improve multimodal transportation system performance along congested corridors.

During FY2020, COG fully launched the incentive portion of the incenTrip app following its testing period during FY2019. A Commuter Connections work group helped develop the points and awards structure for the app. A marketing initiative accompanied the launch of the incentive to encourage commuters to download and use the app and included the production of creative materials to be used to market the product through traditional and digital media outlets. Marketing of the app to both commuters and employers will continue. During FY2023, the Flextime Rewards incentive and tracking features were streamlined into the incenTrip app for ease of use.

The app was expanded through a 3-year \$5.9 million Federal Highway Administration Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) grant beginning in November 2020 to expand the coverage area of the grant to the "Mega" region and to enhance features in the app. In November 2023, COG/TPB staff continued the enhanced app functionality for commuters in the nonattainment region, including those commuting from the Richmond, Virginia region as well as the processing of incentive payments, and the development and implementation of marketing campaign activities. The app name was changed to CommuterCash as part of the technology transfer and licensing agreement with UMD. There will be a continued effort to examine and address the technical functionality of the mobile app in terms of its architecture and performance.

Cost Estimate: \$307,624
Consultant/Contractor Costs as Part of Estimate:

<i>(Advertising and Marketing Contractor)</i>	\$ 20,000
<i>(Technical Support Contractor)</i>	\$ 41,352
<i>(Media Buy)</i>	\$ 50,000
<i>(Commuter Incentives)</i>	\$155,409

Products: Development and production of creative and marketing services including, but not limited to radio, internet, newsprint, educational video, SEO blog posts, venue, mobile, social media and text ads. *(COG/TPB staff in conjunction with consultant)*

Update of website and social media pages to reflect promotional activities and incentives. *(COG/TPB staff in conjunction with consultant)*

Services: Operation of incenTrip rewards program which includes registering and verifying participants, monitoring trip logs, supervisor verification, and payments to program participants. *(COG/TPB staff)*

Provide daily routine monitoring and maintenance as well as technical updates of the incenTrip mobile app *(COG/TPB staff in conjunction with consultant)*.

Promote mobile app to the general public, employers and to the media. *(COG/TPB staff in conjunction with consultant)*.

Media Placements, including the negotiation of value-added placements. *(Consultant)*

Process media placement invoices. *(COG/TPB staff)*

Management and oversight of marketing contract. *(COG/TPB staff)*

Schedule: July 1, 2024 - June 30, 2025

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on project recommendations for program continuation and/or expansion.

I. MDOT INCENTRIP (COMMUTERCASH) MOBILE APPLICATION FOR MARYLAND MEGA-REGION

In FY2020, COG/TPB staff in collaboration with the University of Maryland (UMD), formally launched incenTrip in the Washington DC non-attainment region. During FY2022, the coverage area of the mobile app was expanded to the “Mega-Region” in Maryland through a FHWA Advanced Transportation and Congestion Management Technologies Deployment (ATCMTD) Program grant. The focus for this project will be to administer and implement the incenTrip mobile app for commuters traveling to worksites in Maryland locations outside of the Washington DC non-attainment region as part of the expanded “Mega-Region.”

The incenTrip mobile application gives commuters the ability to avoid both day-to-day congestion and traffic jams caused by traffic accidents, work zones, special events and adverse weather conditions. App users also earn reward points while receiving recommendations on the best travel mode, departure time and/or route recommendations. The app allows users to earn reward points every time a trip is planned through incenTrip and users can take advantage of multimodal travel options, outsmart traffic jams, and invite their friends to join. With a single click, users can exchange their points for an incentive.

By supporting incenTrip and providing incentives to travelers, Commuter Connections can help MDOT address congestion, reduce energy use, and emissions in the “Mega-Region.” The key innovation of incenTrip is the development of personalized and dynamic incentives that vary based on individual preferences and real-time traffic conditions, which significantly improves the cost-effectiveness of traveler incentives. incenTrip performance can be monitored daily via a customized dashboard. The goal of the incenTrip eco-system is to improve multimodal transportation system performance along congested corridors. Additionally, in FY2023, the Flextime Rewards incentive and tracking features were streamlined into the incenTrip app for ease of use and made available to the MDOT incenTrip program users.

During FY2025, COG/TPB staff will work with MDOT to operate the technical upgrades, routine monitoring and maintenance for the app as it relates to the current structure in place for the Washington DC metropolitan region. A marketing initiative will also accompany the incentive app in the Maryland “Mega-Region” to encourage commuters to download and use the app which has been re-branded to CommuterCash due to the technology transfer and licensing agreement with UMD. Creative materials will be examined and updated for the “Mega-Region” to be used to market the product to commuters through traditional and digital media outlets. COG/TPB staff will work on processing incentive payments, customer service, and the development and implementation of marketing campaign and outreach activities which will include a media plan and placement of various forms of advertisements in the Maryland Mega-Region.

Cost Estimate:	\$191,511
<i>Consultant/Contractor Costs as Part of Estimate:</i>	
<i>(Advertising and Marketing Contractor)</i>	<i>\$ 10,000</i>
<i>(Technical Support Contractor)</i>	<i>\$ 13,903</i>
<i>(Media Buy)</i>	<i>\$ 50,000</i>
<i>(Commuter Incentives)</i>	<i>\$ 99,652</i>

- Products:** Development and production of creative and marketing services including, but not limited to radio, internet, newsprint, educational video, SEO blog posts or influencers, venue, mobile, social media and text ads. *(COG/TPB staff in conjunction with consultant)*
- Update of website text and social media pages to reflect promotional activities and incentives and tie-in to MDOT’s incenTrip program site. *(COG/TPB staff in conjunction with consultant)*
- Services:** Operation and administration of Maryland’s (MDOT) incenTrip rewards program for the Maryland “Mega-Region” outside of the Washington DC non-attainment area. Services include but are not limited to registering and verifying participants, monitoring trip logs, supervisor verification, handling commuter challenges, construction projects, congested corridors and payments through various platforms (already in place or to be developed and implemented) to program participants through MDOT collaboration and oversight. *(COG/TPB staff)*
- Provide daily routine monitoring and maintenance as well as technical updates of the incenTrip mobile app *(COG/TPB staff in conjunction with consultant)*.
- Promote mobile app to the general public, employers and to the media. *(COG/TPB staff in conjunction with consultant)*.
- Technical consultation and troubleshooting the app with software development team and implementing technical fixes.
- Media Placements, including the negotiation of value-added placements. *(Consultant)*
- Process media placement invoices. *(COG/TPB staff)*
- Management and oversight of marketing contract. *(COG/TPB staff)*
- Schedule:** July 1, 2024 - June 30, 2025

Oversight:

Commuter Connections Subcommittee

- Provide input and feedback on project recommendations for program continuation and/or expansion.

IV. MONITORING AND EVALUATION

The Monitoring and Evaluation program will provide overall program and individual project results when appropriate for the various projects in the CCWP that will be used to track progress for the regionally adopted Commuter Connections Transportation Demand Management (TDM) program elements that were originally adopted as Transportation Emission Reduction Measures (TERMS). One project will solely focus on those activities directly related to data collection and analysis for the TDM program elements. Data collection and analysis for the Commuter Connections program elements occur over a three-year period. Results from this project will directly impact the FY 2024 – FY 2026 Regional TDM Program Analysis report for Commuter Connections. Cost effectiveness results are also calculated every three years. Impact and cost effectiveness results will also be used by the State TDM Work Group to make any necessary recommendations for changes to the TDM program elements being operated through Commuter Connections.

The second project area will include the ongoing tracking and monitoring activities for each of the CCWP program areas, including the Commuter Operations Center, Guaranteed Ride Home, Employer Outreach, and Marketing. A direct customer satisfaction survey will be performed to gauge the level of satisfaction for Guaranteed Ride Home. Monthly data collection and quarterly progress reports and an annual progress report will also be produced by COG/TPB staff.

The Monitoring and Evaluation program is a regional program and consists of the two project areas outlined below. The total annual project cost for the program tasks is \$942,630.

A. REGIONAL TDM DATA COLLECTION AND ANALYSIS

Data collection analysis for the Commuter Connections TDM programs occurs over a three-year period. The current cycle began in fiscal year FY 2024 (July 1, 2024) and will conclude in FY 2026 (June 30, 2026).

During FY 2024, the previous data collection cycle's Regional TDM Program Analysis Report was finalized and published and the Placement Rate Study for the new data collection period was completed. In FY 2025, the Framework Methodology Document will be updated and published, and data collection activities will occur for the 2025 State of the Commute Report and 2025 GRH Applicant Survey. Draft Technical reports will be produced for both data collection activities.

During FY 2026, the final year in the data collection cycle, COG/TPB staff will conduct an evaluation of the regional Employer Outreach database as specified in the FY 2024–

2026 TDM Evaluation Framework Methodology Document. An employer telework survey will also be conducted to gauge the effectiveness of assistance provided to employers to start and expand a telework program in Maryland. A Bike To Work Day survey of the FY 2025 program participants will be conducted, and the 2025 State of the Commute Survey Technical Report will be finalized, and a general public report will be prepared for printing. The 2025 Guaranteed Ride Home Applicant Survey Report will be finalized. The draft FY 2026 TDM Analysis report will also be prepared. Data will also be collected from either information in the regional TDM system database or through participant surveys for Car Free Day and 'Pool Rewards as part of the Mass Marketing TDM program element analysis.

Retention rate surveys will also be conducted for Commuter Connections applicants and Guaranteed Ride Home applicants, but not until FY2026. Results from this survey will be used in the FY2026 data collection cycle.

During FY 2025, COG/TPB staff will work to update the FY 2024–FY 2026 TDM Evaluation Framework Methodology document. The TDM Evaluation Framework Methodology document is used as the “blueprint” in data collection activities for the three- year Commuter Connections TDM Evaluation cycle and provides the methodology used to calculate Commuter Connections program benefits. Updating this document will also provide an opportunity to re-visit program goals for each of the Commuter Connections program elements relevant to recent impact and cost effectiveness data released in the FY 2021-FY2023 Regional TDM Program (TERM) Analysis report.

The 2025 State of the Commute Survey will also be designed and implemented as it is conducted every three years. The purpose of the State of the Commute report is to document trends in commuting behavior, such as commute mode shares and distance traveled, and prevalent attitudes about specific transportation services, such as public transportation, that are available in the region. The State of the Commute Survey is also used to help estimate the congestion, air quality and other societal impacts of Commuter Connections. The survey instrument used for data collection activities will be reviewed and updated accordingly, data collection activities will occur, and a draft Technical Report will be produced. Results from the survey will be used in the FY 2024–2026 Regional TDM Program Analysis report.

COG/TPB staff will also be updating the survey instrument design for the in-depth Guaranteed Ride Home (GRH) Applicant survey. This survey is conducted every three years to assess the mode shift changes of 1,000 GRH program applicants. Data collected will be used to determine transportation and emission impacts of the program in the FY 2024–FY 2026 Regional TDM Program Analysis Report. A draft survey report will be prepared and released by June 2025.

Various presentations on the data collection instruments and reports will be prepared and given to the Commuter Connections TDM Evaluation Group, the Commuter Connections Subcommittee, the TPB Technical Committee, and the TPB, if warranted. The evaluation contractor will also be fulfilling data requests that are received or needed by COG/TPB

staff during the course of the fiscal year.

During FY 2025, data collection activities from local sales territories will continue as will the review of employer database records and the classification of employer records into levels of participation.

COG/TPB staff will also provide day to day management and monitoring of evaluation contract services and will report results through monthly data collection activities and quarterly progress reports and an annual progress report.

Cost Estimate:	\$682,450
Consultant Costs as Part of Estimate: <i>(TDM Evaluation Project Consultant)</i>	\$503,500

Products: FY 2024- FY 2026 TDM Evaluation Framework Methodology Document. (COG/TPB staff in conjunction with consultant).

2025 State of the Commute Survey design and data collection activities. (COG/TPB staff in conjunction with consultant).

2025 State of the Commute Draft Technical Report. (COG/TPB staff in conjunction with consultant).

2025 GRH In-Depth Applicant Survey and draft report. (COG/TPB staff in conjunction with consultant).

Review of Employer Database Records and Classification into Levels of Participation in ACT! Database (COG/TPB staff)

Services: Fulfillment of data requests. *(COG TPB Staff)*

Collect monthly Employer Outreach data from ten local sales territories. *(COG TPB Staff)*

Employer Site Survey Coordination (COG TPB Staff)

Management and oversight of TDM Evaluation contract. *(COG/TPB staff)*

Schedule: July 1, 2024 - June 30, 2025

FY 2024 – FY 2025 TDM Evaluation Framework Methodology Document: December 2024

2025 State of the Commute Survey Draft Technical Report:

June 2025

2025 In-Depth GRH Applicant Draft Survey Report: June 2025

Oversight:

TDM Evaluation Group

- Provide input and feedback on data collection activities, survey methodology, and draft reports.

B. PROGRAM MONITORING AND TRACKING ACTIVITIES

COG/TPB staff will collect monthly program statistics, produce quarterly progress reports, monthly Executive Summary reports, and produce a FY 2024 annual summary of program statistics of the number and type of commuter traveler requests filled by COG and other client member program sites. Staff will collect and analyze data from the monthly customer satisfaction survey for all GRH program users and produce a customer satisfaction survey report based on the findings. Survey results will be used to change program guidelines and/or policies as needed.

A regional vanpool driver survey will be conducted, and a report prepared and distributed to verify vanpool ridership data. This survey was last conducted in FY2020.

COG/TPB staff will assist local Employer Outreach sales representatives to conduct employer site surveys. A contractor will be used to provide technical assistance for the electronic surveying process and analysis of results, and data entry assistance for those employers using a paper copy of the survey. Survey tabulation and reporting will be provided by COG/TPB staff. Results from the employer database tabulated surveys are used to estimate the participation rates and impacts for employer-based TDM programs reported from the local sales jurisdictions. COG/TPB staff will also maintain and update the archived Employer Commute Survey database.

COG/TPB staff will also monitor monthly progress for local Employer Outreach sales jurisdictions based on their approved Scopes of Work and contract project goals. Local jurisdiction contract performance monitoring for Employer Outreach goals will also be a part of this activity. COG/TPB staff will oversee a regional monitoring and evaluation program for Employer Outreach which includes data collection activities from local employer outreach sales territories. Quarterly Employer Outreach level of effort verification statements will be produced and distributed by COG/TPB staff. An annual detailed snapshot of overall progress will be provided to appropriate state funding agencies for their respective jurisdictions.

Results from local employer telework sales calls and outreach services will be documented in terms of level of effort and progress and shown in quarterly progress reports. Quarterly documentation will also be provided on level of participation and effectiveness and results from sales and outreach activities for employer-based telework programs. Overall monitoring and evaluating employer-based telework

programs throughout the region will continue.

Staff will also evaluate effectiveness of advertising campaigns through call volumes, internet hits, and the annual placement rate study. Marketing campaigns will be monitored through lead analysis and detailed campaign summary results. Campaign summary documents will be produced that will outline campaign specifics such as direct mail distribution points (i.e., zip codes), radio stations, internet and social media advertising outlets used, etc. Event summary reports will also be produced for the FY 2024 regional Bike to Work Day and Car Free Day events.

Monthly program statistics will be collected, and quarterly progress reports will be provided for all program areas in the FY 2025 CCWP and an annual progress report for FY 2024 will be produced.

Cost Estimate:	\$260,180
Consultant Costs as Part of Estimate:	
<i>(Employer Survey Project Consultant)</i>	\$ 30,000
<i>(Vanpool Driver Survey Consultant)</i>	\$ 17,500

Products:	Collect monthly program data and produce quarterly progress reports and monthly Executive Summary reports for the Commuter Operations Center, Guaranteed Ride Home, Employer Outreach, Marketing, Evaluation, and GRH Baltimore programs. <i>(COG/TPB staff)</i>
	Produce FY 2024 annual progress report. <i>(COG/TPB staff)</i>
	Collect and analyze data from monthly GRH customer satisfaction survey for FY 2024 program users and produce a report showing results. <i>(COG/TPB staff)</i>
	Quarterly Employer Outreach sales contact data and level of effort verification statement <i>(COG/TPB staff)</i>
	Annual Employer Outreach Snapshot Analysis and Project Recommendations <i>(COG TPB Staff)</i>
	FY 2024 Bike to Work Day Event Report <i>(COG/TPB staff)</i>
	FY 2024 Car Free Day Event Report <i>(COG/TPB staff)</i>
	Survey reports to Employer Outreach representatives from Employer Commute Survey results. <i>(COG/TPB staff)</i>

staff)

1st Half of the Fiscal Year Regional TDM Marketing Campaign Summary and Lead Analysis Document. *(COG/TPB staff in conjunction with consultant)*

2nd Half of the Fiscal Year Regional TDM Marketing Campaign Summary and Lead Analysis Document. *(COG/TPB staff in conjunction with consultant)*

FY 2025 Vanpool Driver Survey Report *(COG/TPB staff in conjunction with consultant)*

Services:

Updating and Maintaining Employer Commute Survey archived database. *(COG/TPB staff)*

Management and oversight of Employer Survey contract. *(COG/TPB staff)*

Data documentation from monthly Employer Outreach Activity Reports from ten local sales territories. *(COG/TPB staff)*

Staff the TDM Evaluation Group *(COG/TPB staff)*

Schedule:

July 1, 2024 - June 30, 2025

FY 2024 Car Free Day Event Report: July 2024

FY 2024 4th Quarterly Progress Report: July 2024

FY 2024 Annual Progress Report: September 2024

FY 2025 1st Quarter Progress Report: October 2024

FY 2024 2nd Half of the Fiscal Year Regional TDM Marketing Campaign Summary Document: December 2024

FY 2025 2nd Quarter Progress Report: January 2025

FY 2024 Bike to Work Day Event Report: January 2025

2024 GRH Customer Satisfaction Survey Report: March 2025

FY 2025 3rd Quarter Progress Report: April 2025

Employer Outreach Snapshot Analysis: May 2025

FY 2025 1st Half of the Fiscal Year Regional TDM Marketing Campaign Summary Document: June 2025

2025 Vanpool Driver Survey Report: June 2025

Oversight:

Commuter Connections Subcommittee

- Provide input and feedback on data collection activities for GRH customer satisfaction survey, monthly, quarterly, and annual progress reports.

Regional TDM Marketing Group

- Provide input and feedback on campaign lead analysis reports.

Employer Outreach Committee

- Provide input and feedback on quarterly employer outreach verification statement reports and Employer commute survey process, reports and survey result archives.

V. EMPLOYER OUTREACH

The Employer Outreach program provides and supports outreach efforts in ten jurisdictions located in the region’s MSA. This program contains regional and jurisdictional components. COG/TPB’s Commuter Connections staff provides overall administration and arranges for sales training and support for the jurisdictional components of the program and technical training on the regional sales contact management database. The local jurisdictions provide outreach to employers and work with employers to develop and implement new or expand existing employer-based alternative commute programs.

The following local jurisdictions provide employer outreach services:

District of Columbia
Frederick County
Montgomery County
Tri-County Council for Southern Maryland
Prince George’s County
City of Alexandria
Arlington County

Fairfax County
Loudoun County
Prince William County

Most employers who promote commute alternatives do so for practical reasons associated with the operation of their businesses. But the community as a whole benefits from commute alternatives programs, help reduce traffic congestion, improve air quality and other societal benefits, and support economic development. For this reason, many local governments in the region continue to offer programs that encourage commute options at the employment site. These programs range from marketing efforts and incentive programs conducted through ridesharing programs to “adequate public facilities ordinances” that have trip reduction requirements for affected employers. Additionally, the Commonwealth of Virginia administers funds directly to the local jurisdictions in Northern Virginia to implement the Employer Outreach program and has also allocated funding to the Connecting VA program for employers to either start or expand a telework program and for general marketing. The District Department of Transportation is using the pass-thru dollars for the program to hire a contractor directly. Results from these activities are reported and analyzed under the regional Monitoring and Evaluation program.

The Commuter Connections program’s ongoing goal has been to weave existing local employer and government programs into a coherent, voluntary regional network, and to promote ways in which worksite commute alternatives programs may grow, without imposing burdensome mandates upon employers.

Regional Components of the Employer Outreach Program include:

- 1) Maintaining and updating a web-based regional employer/employee sales contact database to facilitate local efforts and avoid duplication.
- 2) Coordination with WMATA’s SmartBenefits program sales staff, and/or their assigned consultant(s) and develop a process through which TPB member jurisdictions work collaboratively with WMATA to undertake a targeted outreach to employers to increase participation in WMATA’s SmartBenefits program.
- 3) Review of individual local sales contact databases on a continuing basis to ensure quality control.
- 4) Providing bicycling information to area employers to help and support bicycling to work by their employees.
- 5) Coordinating technical training for the regional sales database on an as needed basis.
- 6) Supporting the Employer Outreach Committee of the Commuter Connections Subcommittee which provides guidance to the program.
- 7) COG/TPB staff support for updating and printing customized sales materials and employer case studies both in hard copy and for inclusion on the Commuter Connections website.

- 8) Providing coordinated marketing materials for the program including; but not limited to, customized sales portfolios, employer case studies, Alternative Work Schedule, and Emergency Commute Preparedness information.
- 9) Providing information on voluntary commuting actions that can be taken by employers and the general public to reduce mobile source emissions through the Clean Air Partners program.
- 10) Offering sales training for the sales and service representatives in each of the participating jurisdictions.
- 11) Providing and update, as needed, the Employer Levels of TDM participation.

The regional components of the program are listed in the two project tasks below. The total annual cost for the regional components of the Employer Outreach program is \$97,712.

Jurisdictional Components of the Employer Outreach Program include:

- 1) Contacting individual employers in each locality, (carried out by the local sales and service representatives) through the regional contact sales database which Commuter Connections maintains and updates.
- 2) Accomplishing local program goals in Maryland jurisdictions via staff, contractors, TMA's, or other entities. A scope of work is submitted to COG to expedite an annual program contract for each locality, and funding is allocated to localities based upon guidance to COG from the state funding agencies.
- 3) COG/TPB support for overseeing pass-thru funding to local sales jurisdictions for the implementation of voluntary transportation demand management strategies at private sector employment sites.
- 4) Providing sales support for the sales and service representatives in DC and Maryland.

The jurisdictional components of the program are outlined in the three project tasks below. The total annual cost of the jurisdictional components of the Employer Outreach program is \$752,500.

Regional Component Project Tasks

A. **REGIONAL EMPLOYER DATABASE MANAGEMENT AND TRAINING**

During FY 2025, COG/TPB staff will continue to maintain and update the hardware and software for the computerized regional employer outreach database and monitor the regional web-based database upgrade installed during FY 2022. In addition, COG/TPB staff will coordinate training and provide technical assistance to local sales jurisdictions

upon request.

COG/TPB staff will continue to monitor the process through which TPB member jurisdictions work collaboratively with WMATA to undertake a targeted outreach to employers to increase participation in WMATA's SmartBenefits program.

Cost Estimate:	\$82,712
Services:	Management and monitoring of Employer Outreach regional database and provision of sales representative database training as needed. <i>(COG/TPB staff)</i> Maintenance and update of regional contact management database. <i>(COG/TPB staff)</i>
Schedule:	July 1, 2024 - June 30, 2025
Oversight:	Employer Outreach Committee <ul style="list-style-type: none">• Provide input and feedback on technical issues regarding the regional Employer Outreach database.

B. EMPLOYER OUTREACH FOR BICYCLING

The Employer Outreach for Bicycling program provides information to area employers to help support and encourage bicycling to work by their employees. This information is included in the Employer Outreach materials provided to employers under the Employer Outreach Program.

Specific activities under the Employer Outreach for Bicycling Program include the update of a guide on biking to work ("Biking to Work in the Washington Area: A Guide for Employers and Employees). WABA's website provides users with 24-hour matching to WABA bike mentors, automating a service that previously consumed considerable staff time, and which was available only during office hours. In FY 2016, a presentation entitled "Walk Wise" was developed to incorporate safe practices for employers to promote both bicycling and walking to the worksite.

COG/TPB staff also provides support and facilitation for other bike-to-work outreach activities including lunch time seminars, association meetings and strategic mailings as needed.

Cost Estimate:	\$15,000
	Printing as Part of Estimate \$5,473

Products:	Regional Bicycling to Work Guide updates. (COG/TPB staff)
Services:	Employer assistance and seminars. (COG/TPB staff)
Schedule:	July 1, 2024 - June 30, 2025
Oversight:	Employer Outreach Committee <ul style="list-style-type: none"> • Provide input and feedback on bicycling issues or outreach activities at employment sites.

Jurisdictional Component Project Tasks

A. MARYLAND LOCAL AGENCY FUNDING AND SUPPORT

Local jurisdictions work with employers to develop and implement new or expand existing employer-based commuter benefit programs such as transit and vanpool benefits, preferential parking for carpools and vanpools, carpool and vanpool formation, and telework and flexible work schedules. Results from these efforts are recorded in the regional employer database.

Maryland jurisdictions will also provide general telework information to the general public, local agencies, and employers. Employer Outreach representatives will also work with employers in Maryland to establish new or expand existing telework programs.

Cost Estimate:	Pass-thru to Local Jurisdictions:	\$517,460
Telework component of pass-thru:		\$81,063

Total Project Budget: \$598,523

Services:	New or expanded employer-based TDM programs in Maryland. (<i>local jurisdictions</i>).
	New or expanded employer telework programs in Maryland. (<i>local jurisdictions</i>).

Schedule:	July 1, 2024 - June 30, 2025
------------------	------------------------------

B. DC, MARYLAND, AND VIRGINIA PROGRAM ADMINISTRATION

This project task includes the management and monitoring of pass-thru funding by COG/TPB staff to local sales jurisdictions in DC and Maryland for contract compliance. It also includes support to DC and Maryland jurisdictions, consultants, or TMA staff in

implementing voluntary transportation demand management strategies at private and/or non-profit sector employment sites. This task involves the review and approval of an annual Scope of Work by COG/TPB staff for each of the Maryland sales jurisdictions and day to day contract management. This task also includes COG/TPB staff support for updating and printing employer specific regional employer-based marketing materials as well as providing training opportunities.

COG/TPB staff will also work to promote policy templates and information for small and mid-size employers to adopt and implement Flextime and Telework programs at their work places as a resource.

Cost Estimate: \$153,977

Products:

Electronic and printed updates of customized sales portfolio materials, employer specific regional marketing materials (General Commuter Connections brochure, Alternative Work Schedules brochure, and Emergency Commute Preparedness brochure), telework policy templates and brochure for small and mid-size employers, and case studies for DC, Maryland and Virginia. *(COG/TPB staff)*

Services:

Sales training offered for sales and service representatives in the region for DC, Maryland and Virginia. *(COG/TPB staff/sales training professionals).*

Oversight to local sales jurisdictions in DC and Maryland to implement voluntary transportation demand management strategies at private sector employment sites. *(COG/TPB staff)*

Bi-annual sales support conference calls to DC and Maryland jurisdictions. Employer site visits by COG/TPB staff as requested or needed by DC and Maryland jurisdictions. *(COG/TPB staff)*

Staff the regional Employer Outreach Committee for DC, Maryland and Virginia. *(COG/TPB staff)*

Schedule:

July 1, 2024 - June 30, 2025

Oversight:

Employer Outreach Committee

- Provide input and feedback on administrative items such as training, employer-based collateral materials,

and case studies.

VI. MDOT EMPLOYER OUTREACH STATEWIDE

The Employer Outreach program provides and supports outreach efforts in the Maryland jurisdictions outlined below which are outside of the Washington DC non-attainment region. This program is a jurisdictional components.

COG/TPB's Commuter Connections staff provides overall administration and arranges for sales training and support for the program and technical training on the regional sales contact management database. The local jurisdictions provide outreach to employers and work with employers to develop and implement new or expand existing employer-based alternative commute programs.

The following local jurisdictions provide employer outreach services:

MDOT - Statewide
Anne Arundel County
City of Baltimore
Baltimore County
Carroll County
Harford County
Howard County
St. Mary's County

Most employers who promote commute alternatives do so for practical reasons associated with the operation of their businesses. But the community as a whole benefits from commute alternatives programs, help reduce traffic congestion, improve air quality and other societal benefits, and support economic development. For this reason, many local governments offer programs that encourage commute options at the employment site. These programs range from marketing efforts and incentive programs conducted through ridesharing programs to promoting Maryland's Commuter Choice program.

The Commuter Connections program's ongoing goal has been to weave existing local employer and government programs into a coherent, voluntary regional network, and to promote ways in which worksite commute alternatives programs may grow, without imposing burdensome mandates upon employers.

COG/TPB Components of the MDOT Employer Outreach Statewide Program include:

- 1) Maintaining and updating a web-based regional employer sales contact database to facilitate local efforts and avoid duplication.
- 2) Review of individual local sales contact databases on a continuing basis to ensure quality control.

- 3) Providing bicycling information to area employers to help and support bicycling to work by their employees.
- 4) Coordinating technical training for the regional sales database on an as needed basis.
- 5) Supporting the Employer Outreach Committee of the Commuter Connections Subcommittee which provides guidance to the program.
- 6) Providing information on voluntary commuting actions that can be taken by employers and the general public to reduce mobile source emissions through the Clean Air Partners program.
- 7) Offering sales training for the sales and service representatives in each of the participating jurisdictions.
- 8) Providing and updating, as needed, the Employer Levels of TDM participation.

The total annual cost for the MDOT Employer Outreach Statewide program is \$26,295.

Jurisdictional Components of the Employer Outreach Program include:

- 1) Contacting individual employers in each locality, (carried out by the local sales and service representatives) through the regional contact sales database which Commuter Connections maintains and updates.
- 2) Coordination with MTA on the CharmPass through their program sales staff, and/or their assigned consultant(s) to undertake a targeted outreach to employers to increase participation.
- 3) Accomplishing local program goals in Maryland jurisdictions via staff, contractors, or other entities.
- 4) COG/TPB support for the implementation of voluntary transportation demand management strategies at employment sites.

The regional jurisdictional components of the program are outlined in the project tasks below.

Project Tasks

A. REGIONAL EMPLOYER DATABASE MANAGEMENT AND TRAINING AND PROGRAM ADMINISTRATION

During FY 2025, COG/TPB staff will continue to monitor, maintain and update the hardware and software for the web-based MDOT Employer Outreach statewide employer sales contact database. In addition, COG/TPB staff will coordinate training and provide technical assistance to local sales jurisdictions upon request.

The management and monitoring and support to MDOT and Maryland jurisdictions, or consultants, in implementing voluntary transportation demand management strategies at employment sites. management. This task also includes COG/TPB staff support for providing TDM and sales training opportunities.

Cost Estimate: \$26,295

Services: Management and monitoring of Employer Outreach regional database and provision of sales representative database training as needed. *(COG/TPB staff)*

Maintenance and update of regional contact management database. *(COG/TPB staff)*

Sales training offered for sales and service representatives *(COG/TPB staff/sales training professionals)*.

Support to MDOT and local sales jurisdictions in Maryland to implement voluntary transportation demand management strategies at employment sites. *(COG/TPB staff)*

Staff the regional Employer Outreach Committee for MDOT and Maryland local jurisdictions outside of the Washington DC non-attainment region. *(COG/TPB staff)*

Schedule: July 1, 2024 - June 30, 2025

Oversight: Employer Outreach Committee

- Provide input and feedback on technical issues regarding the regional Employer Outreach database and feedback on training.

VII. GUARANTEED RIDE HOME BALTIMORE

A regional Guaranteed Ride Home (GRH) program was implemented in the Baltimore metropolitan region and in St. Mary's County beginning in FY 2011. The GRH Baltimore program helps to eliminate a major barrier to using transit, carpooling, vanpooling, bicycling or walking to work. Studies have shown that a commuter's fear of being "stranded" at work if they or a family member become ill, or if they must work unexpected overtime, is one of the most compelling reasons commuters do not rideshare or use transit to travel to work. The GRH Baltimore program eliminates this barrier by providing a free ride home in the event of an unexpected personal emergency or unscheduled overtime.

The GRH Baltimore is similar to the Washington metropolitan region's GRH program in offering a free ride home to commuters that carpool, vanpool, use transit, bicycle, or walk to work at least two days per work week. As a result of the GRH program, some single occupant vehicle drivers will switch to a ridesharing or transit commuting alternatives, and current ridesharing and transit users will increase the usage of these alternative commute modes. The program will be able to demonstrate both transportation and emission impacts that could be used as part of the Baltimore region's air quality conformity process. The GRH program is an insurance program for those commuters who do not drive alone to their worksite.

The budget for the Guaranteed Ride Home program includes two projects outlined below, and with a budget of \$225,000.

A. GENERAL OPERATIONS AND MAINTENANCE

Commuter Connections staff at the Metropolitan Washington Council of Governments (COG) will process all GRH applications received by mail and through the Commuter Connections website. Using the GRH software system, COG registers qualifying applicants, produces GRH registration ID cards, and sends ID card and participation guidelines to new registrants. Commuters can obtain information about the GRH program and complete an application on the Commuter Connections website, www.commuterconnections.org. Commuters may also call COG's Commuter Connections 800 telephone number, 1-800-745-RIDE, to ask questions about the GRH program and/or request information and an application. The 800 number is equipped with a menu so that callers can choose the menu item that best fits their needs. All GRH questions and requests for information and applications are taken by COG/TPB staff.

COG staff also mails GRH applications to GRH users who have used the GRH program

without formally registering. GRH guidelines permit a commuter to use the GRH service one time as a “one-time exception” before they register. Also, COG staff mails transit vouchers to GRH users who used transit as part of their GRH trip. All vouchers and invoices from transportation service providers are processed by COG staff.

In the event the commuter has not supplied their e-mail address, COG/TPB staff mails a re-registration notice to commuters who could not be contacted by telephone. The notice contains an application which the commuter can complete and send to COG to re-register. The commuter can also call Commuter Connections or visit the Commuter Connections website to re-register.

COG/TPB staff will assist the Commuter Connections Subcommittee in reviewing the GRH participation guidelines for any recommended changes. These recommendations will be presented to the Commuter Connections Subcommittee for their final review and approval. In the past, recommendations have been made to modify and add participation guidelines to better convey the GRH trip authorization, GRH re-registration, and one-time exception rules and restrictions.

COG/TPB staff will respond to the general public and to GRH applicants for registrations and re-registrations to the program. Registered commuters will be notified when their GRH registration is about to expire. Staff will continue to prepare and send new and re-registration GRH ID cards, corporate rewards coupons, registration letters, and participation guidelines on a weekly basis. Staff will also continue to monitor and maintain the GRH applicant database and server. COG/TPB staff will continue to update and maintain program participation guidelines and provide annual customer service training to the daily operations contractor and COG/TPB staff assigned to the project.

During FY 2025, data collection activities will continue for a GRH Baltimore Customer satisfaction survey. The purpose of the survey will be to gauge the level of satisfaction from those who have used the program. A report will be developed and finalized from the FY 2024 data collected.

In addition, COG/TPB staff will also be updating the survey instrument design for the in-depth Guaranteed Ride Home (GRH) Baltimore Region and St. Mary’s County Applicant survey. This survey is conducted every three years to assess the mode shift changes of GRH program applicants. Data collected will be used to determine transportation and emission impacts of the program. A draft survey report will be prepared and released by June 2025.

During FY 2025, COG/TPB staff and its contractor will continue the implementation of a marketing and advertising media campaign to promote the GRH Baltimore program which will be targeted to commuters working in the Baltimore metropolitan region. The media advertising campaign materials developed for the Washington DC region will be adapted for the Baltimore metropolitan region and is funded through the Maryland Transit Administration.

Cost Estimate: **\$127,762**

Consultant Costs as Part of Estimate:

(Advertising) \$1,250

(FY2025 In-Depth GRH
Baltimore Survey) \$20,000

Direct Costs as part of Estimate:

(Media Buy) \$50,000

(Postage/Copies, etc.) \$ 7,752

Products:

GRH new and re-registration ID cards, registration letters, and corporate rewards coupons (COG/TPB staff)

GRH Participation Guidelines (COG/TPB Staff)

Final 2024 GRH Customer Satisfaction Survey Report. (COG/TPB staff).

Creative materials for regional TDM marketing campaigns. (COG/TPB staff in conjunction with consultant)

2025 GRH Baltimore and St. Mary's County In-Depth Applicant Survey and draft report. (COG/TPB staff in conjunction with consultant).

Services:

Process application requests from the general public for registration and re-registration to the program. (COG/TPB Staff)

Notify commuters when registration is about to expire. (COG/TPB staff)

Monitor and update GRH applicant database. (COG/TPB staff)

Schedule:

July 1, 2024 – June 30, 2025

2023 GRH Customer Satisfaction Survey Report: March 2024

2025 In-Depth GRH Baltimore and St. Mary's County Applicant Draft Survey Report: June 2025

Oversight:

Commuter Connections Subcommittee

- Provide input and feedback on GRH program participation guidelines and policies.

B. PROCESS TRIP REQUESTS AND PROVIDE TRIPS

GRH transportation service is provided through contracts with COG by several taxi companies, a Transportation Network Company (TNC), a rental car company, and Baltimore’s Metro. Commuters make their GRH trip request through a menu option provided on COG’s Commuter Connections 800 telephone number or through the Commuter Connections website. The telephone menu option transfers all calls for GRH trips directly to an operations contractor and the email request produces and sends a notification to the contractor. The contractor reviews and assesses the trip request and approves or denies the request based on the GRH Participation Guidelines. The contractor then arranges the approved trips with the appropriate transportation contractor. If a trip request is denied, the commuter is offered an arranged trip at their own expense.

COG/TPB staff will continue management and monitoring of contract services for day-to-day operations services. Day to day operations include confirming ride request eligibility, dispatching rides through the ride service providers, tracking ride requests in the GRH database, processing invoices for payment for ride service providers, the daily operations contractor and for the general public for transit vouchers.

Customer service training will be provided to all Guaranteed Ride Home call center agents as needed.

Cost Estimate: \$97,238

Consultant/ Contractor Costs as Part of Estimate:

(Daily Operations): \$44,500
 (Cab, TNC, and Car Rental Companies) \$33,075

Services: Process GRH trip requests, approve/deny requests, and arrange rides. *(Daily Operations Contractor)*

Management and monitoring of contract services for day-to-day operations, and four cab, car rental, and TNC ride service providers. This includes processing invoices for payment for contractors and for the general public for transit vouchers. *(COG/TPB staff)*

Provide GRH Rides *(Cab, TNC, and Car Rental Companies)*

Customer service training for GRH call center agents.

(COG/TPB staff and contractor)

Schedule: July 1, 2024 – June 30, 2025

Oversight: Commuter Connections Subcommittee

- Provide input and feedback on GRH program participation guidelines and policies.



MEMORANDUM

TO: TPB Technical Committee
FROM: Eric Randall, TPB Transportation Engineer
SUBJECT: Intercity Travel Study Overview
DATE: January 26, 2024

This memorandum provides background material for an upcoming study on intercity bus and rail travel, which will be briefed to the TPB Technical Committee at its February 2, 2024 meeting. The purpose of the study will be to collect regional information on intercity bus and rail travel to meet federal requirements for metropolitan transportation planning and to improve regional knowledge. This study will build on the staff research conducted in May 2023 and the TPB work session conducted in October 2023. This study is part of the FY 2024 Unified Planning Work Program (UPWP) and will continue into FY 2025.

Background

In the fall of 2016, TPB staff conducted a count of intercity bus travel to and from the metropolitan Washington region for the TPB. The impetus for the study was the May 2016 updated federal planning regulations which called for the inclusion of intercity bus facilities in the continuing, cooperative, and comprehensive transportation planning process. The report on the study collected information on bus stations and stops in the region, bus providers, trips and ridership, and rider origins and destinations.

- Final Report: [Intercity Bus Traffic and Patronage in the Metropolitan Washington Region](#).
- Presentation to the April 2017 meeting of the TPB Technical Committee: [2016 Count of Intercity Bus Traffic](#).

In 2023, TPB staff began the groundwork for updating regional intercity travel information. The results of a desk audit were presented to the TPB in June 2023:

- Presentation to the June 2023 meeting of the TPB: [Intercity Bus and Rail Travel Overview](#)

In October 2023, the TPB held an intercity rail and bus travel work session, with representatives from Amtrak, Union Station Redevelopment Corporation (USRC), American Bus Association (ABA), Maryland Department of Transportation - Maryland Transit Administration (MTA), and the Virginia Passenger Rail Authority (VPRA).

- Work session event: <https://www.mwcog.org/events/2023/10/18/intercity-rail-and-bus-travel-work-session/>

Study Outline

A consultant or team of consultants will be hired to conduct the work of the study, under the oversight of TPB staff and with input from regional TPB member staff, including the TPB Technical Committee and the TPB Regional Public Transportation Subcommittee who will be involved as this work progresses.

The consultant will expand on previous TPB analysis of intercity bus and rail travel by:

- a) examining both wholly private services, as well as services that are publicly funded and/or operated under public contract (e.g., Virginia Breeze, Bayrunner, etc.);
- b) studying commuter bus (e.g. MTA, Loudoun County Transit, and Omniride.) and commuter rail (e.g., MARC and VRE) providing similar or complementary services to intercity travel providers (e.g., Baltimore – Washington travel, or other travel from points outside the region); and finally,
- c) collecting intercity travel data and information, to include ridership, intercity trips by time of day and day of week, station and stop locations, traveler demographics, traveler origins and destinations (inc. jurisdiction/zip code of residence), traveler trip purpose (e.g., business or tourism), and traveler modes of access. Other details will be determined.

The consultant will prepare a draft and final report on the information collected, as well as a webmap with geographic data. A tentative timeline is for delivery of these materials by the end of calendar year 2024, which will enable incorporation of appropriate information into the Visualize 2050 regional transportation plan.

CURRENT SELECT UNIFIED PLANNING WORK PROGRAM PROJECTS

Project Status Briefing

Lyn Erickson
Plan Development and Coordination Program Director

TPB Technical Committee
February 2, 2024

Presentation Overview

Project/task highlights for the current year FY 2024 Unified Planning Work Program (UPWP)

Focus topics for FY 2024:

- Equity and Access
- Safety
- Climate Change
- Data Collection and Analysis
- Public information tool



Analysis of Transportation Inequities in Disadvantaged Communities

Identify mobility and accessibility challenges traditionally disadvantaged communities may be experiencing today

- Aimed to respond to the many questions received during federal Environmental Justice analysis of Visualize 2045
- Goal is to think beyond EJ requirements and identify equity findings for today to help identify future projects, programs, and policies
- Present findings and web-based interactive tool by Summer 2024



2024 Regional Safety Study

- A “deep dive” analysis of regional crash data and qualitative information to better understand roadway crashes in the region. Report follows the 2020 study.
 - Study is anticipated to provide insights into the nature, frequency, and location of fatal and serious injury crashes.
 - Effort will produce a detailed report, as well as an update of safety strategies recommended in Resolution R3-2021.
 - A final report is anticipated in approximately one year.
 - Interim reports will be delivered during the period of performance.
 - Findings will enhance regional understanding of roadway crashes and inform other TPB safety activities and policy decisions.
 - Study will complement other safety activities during the year.



Implementation Considerations for On-Road Transportation Greenhouse Gas (GHG) Reduction Strategies

- Builds on work conducted under the TPB’s Climate Change Mitigation Study (CCMS) of 2021, which analyzed the GHG emissions reduction potential of transportation scenarios, and the TPB Resolution R18-2022 on the Adoption of On-Road Transportation Greenhouse Gas Reduction Goals
- Will focus on the seven strategies that the TPB designated for “further exploration in coordination at the local and state levels” in R18-2022
- TPB Tech will be asked to review the list of strategies for study as well as the “priority implementation considerations” that will be addressed for each
- The final report for the study is expected by summer 2024



Regional Electric Vehicle Infrastructure Implementation (REVII) Strategy

- The Regional Electric Vehicle Infrastructure Implementation (REVII) Strategy is being developed to support state and local governments as they prioritize locations for publicly accessible electric vehicle (EV) infrastructure deployment to support the adoption of light-duty EVs in the region
- Two components:
 - Light-duty EV projections that will be used to calculate the approximate number of EV charging stations needed to support future light-duty EV adoption in the region
 - Charging station priority location map that will help identify locations to deploy the estimated number of needed charging stations
- Final report and GIS map are expected in late spring 2024



Transportation Resilience Study – Phase II

- Building upon previous efforts in 2021 and 2022, TPB staff initiated Phase II of the Transportation Resilience Study, which includes several major deliverables:
 - Transportation Resilience Improvement Plan (TRIP) to prepare TPB members for PROTECT funding, final plan expected June 2024
 - Regional Transportation Resilience Planning forum, held October 2023
 - Regional interactive transportation resilience mapping tool, completed December 2023
 - Risk-based vulnerability assessment, completed January 2024
 - Resilience project guidance document issued to stakeholders, project submissions due February 14, 2024



Coordinated Transit On-Board Data Collection

- Transit trip data (characteristics of the trips and those persons making the trips) are needed to support regional travel demand forecasting and travel trends analyses.
- Staff will provide coordination and technical services to the region's public transportation providers to assist them with collecting transit on-board data.
- Presentations made to the Regional Public Transportation Subcommittee, the Travel Forecasting Subcommittee, and the TPB Technical Committee describing the proposed activities.
- Staff will engage with regional public transit agencies to solicit commitment to their participation and identify what technical support may be needed from TPB.
- A final regional dataset of transit on-board information can be used by TPB as well as numerous partner agencies and stakeholders.



Regional Travel Survey

- TPB's single largest data collection effort is the Regional Travel Survey (RTS), which has been undertaken once a decade for more than 50 years.
- Staff proposes conducting the RTS more frequently to obtain important information on regional travel characteristics in a more timely manner.
- During FY 2024, following the decision to conduct the survey more frequently, staff began developing the work plan and consultant scope of work to enable TPB to conduct the reformatted RTS more frequently, starting in FY 2025.



Intercity Bus and Passenger Travel Study

- Federal regulations require MPOs to consider intercity bus travel in regional transportation planning
- TPB staff developed a scope of work and intends to award a task order for consultant support to update and expand on previous TPB work on intercity bus travel to also include passenger rail
 - Examine both publicly-funded and private intercity travel services as well as commuter bus and rail services
 - Collect intercity travel data and information for ongoing and future intercity analyses
 - Produced interactive map to support regional and local planning
 - A final report is anticipated in approximately one year



Travel Monitoring and Trends Analysis

- Staff continues to develop tools and procedures to effectively monitor and analyze regional travel to support transportation planning. Several notable activities include:
 - “Big Data” products were acquired from several qualified vendors to test, evaluate, and incorporate into regional travel trends monitoring and analysis activities.
 - Enhanced visualizations and data products have been developed to support myriad programs. (e.g. National Capital Trail Network webmap).
 - Enhancing the Regional Travel Survey (RTS) program to collect regional travel data on a more frequent/ongoing basis--staff is developing a scope of work to commence new RTS activities in FY 2025.
 - 2023 Washington-Baltimore Regional Travel Survey completed.



Regional Activity Centers Update

- By policy, COG updates the map of Regional Activity Centers (RACs) following each major round of the Cooperative Forecasts
 - COG Board of Directors approved the Round 10.0 Cooperative Forecasts in FY 2023
- During FY 2024, COG staff developed a work plan for updating the Regional Activity Centers Map
- Under the oversight of COG's Planning Directors Technical Advisory Committee, staff has applied the criteria used to identify RACs using updated data
- COG Board approval of updated RACs anticipated in early FY 2025



A People's Guide to Transportation Decision-Making in the National Capital Region

- Assistance in explaining and understanding the transportation decision-making process.
 - A booklet that covers how, when, and where transportation decisions are made in the region, who is involved, the TPB's role in coordination, and how community members can participate in the planning process.
 - The 36-page guide will be posted online and printed for TPB committee members and the public.
 - The PDF is available on the COG/TPB website's Getting Involved & Public Comment page. Printed booklets will be available by early March 2024.
 - Share the guide with local leaders, staff members, advisory groups, and in community newsletters.



Next Steps

- Focus topics for FY 2024:
 - Equity and Access
 - Safety
 - Climate Change
 - Data Collection and Analysis
 - Public information tool
- Visualize 2050 Underway
- Stay Tuned For Committee Presentations!



Lyn Erickson

Plan Development and Coordination Program Director

(202) 962-3319

lerickson@mwkog.org

mwkog.org

777 North Capitol Street NE, Suite 300

Washington, DC 20002



National Capital Region
Transportation Planning Board

THE FY 2025 UNIFIED PLANNING WORK PROGRAM

New Activities and Highlights for Next Year

Lyn Erickson
Plan Development and Coordination Program Director

TPB Technical Committee
February 2, 2024



Presentation Overview

- MPO Revenues and Expenditures
- MPO Focus Areas
 - New activities
 - Staff projects
- Board to approve FY 2025 UPWP on March 21



MPO Revenues

- FHWA (PL) and FTA (Section 5303); State & Local Match (80% federal; 10% state DOTs; 10% local from COG dues)
- Preliminary revenues: approximately \$26.0 million
- The total FY 2025 revenues: MPO funds and Other funds
- MPO Funds (\$25,5 million)
 - “New” funds for the fiscal year
 - “Old funds” – unexpended from previous years (obligated to the MPO but not spent)
 - “Carryover” funds – from current year UPWP (FY 2024) (anticipate not being able to spend by June 30, 2024)
- Other Funds (\$0.568 million)
 - Continuous Air Systems Planning
 - State Planning & Research



FY 2025 New/Enhanced Activities (1)

- New - Transportation resilience planning activities:
 - Regional transportation resilience subcommittee
 - Interior flooding (hydraulic and hydrologic) analysis
 - Economic analysis of select adaptation scenarios
 - Closures due to natural hazard data analysis and mapping
- Travel Forecasting
 - Update COG/TPB's strategic plan for model development
 - Developmental activity-based travel demand forecasting model (Gen3)
 - Conduct usability testing to ensure the model is ready for production use
 - Develop new highway and transit network report for Gen3 Travel Model



FY 2025 New/Enhanced Activities (2)

- Mobile Emissions and Climate Change Planning
 - Begin to use MOVES4 for production work, both for development of state implementation plans (SIPs) and air quality conformity analyses
 - Possible consultant assistance with vehicle registration/vehicle identification number (VIN) data
 - Provide modeling support for any on-road GHG emissions estimates that are made in support of the new GHG measure associated with Performance Based Planning and Programming (PBPP)



New Studies and Surveys

- Coordination of climate change mitigation implementation strategies: Consultant study of those GHG reduction strategies that were deemed by TPB to require further study
- New: Implementation of new Regional Travel Survey (RTS) format, transitioning from a “once-a-decade” to a more frequent survey activity
- New: Regional coordination of future transit on-board surveys (TOBS)
- New: Regional bike/active transportation count program
- New: Enhanced transportation safety data deep-dive



FY 2025: Additional Highlights (1)

- Visualize 2050 Development - plan approval June 2025
 - Complete plan document
 - Public Participation: enhanced outreach
- Performance Based Planning and Programming (PBPP)
 - Set annual highway and transit safety targets
 - Ensure regional Greenhouse Gas targets are set by federal deadline
- Update the National Capital Trail Network map
- Activities addressing emerging topics: Curbside Management, Micromobility
- Complete Updated Regional Activity Centers Map
- Technical updates to Round 10.0 Cooperative Forecasts, if necessary



FY 2025: Additional Highlights (2)

- Community Leadership Institute
- Transportation Research and Data Programs
 - Analyze regional travel behavior and characteristics revealed in travel surveys, research, and Big Data analyses
 - Develop and maintain visualizations on regional travel trends
 - Conduct travel monitoring updates
 - Provide geospatial data analysis, data management services, and visualizations
- Technical Assistance Program



FY 2025: Multimodal Board Initiatives

- 5310 Program:
 - Begin EM 7 solicitation, approval Fall 2025
- Administer TLC, TAP, and Transit Within Reach (TWR) programs
- Continue Regional Roadway Safety Program



Next Steps

- Finalize “New funds” estimates
- Confirm “Unexpended funds” amounts
- Finalize “Carry over” – projects/funding that won’t be spent in current FY 2024
- Balance the revenues and expenditures
- Finalize document for March 21 Board approval



Lyn Erickson

Plan Development and Coordination Program Director

(202) 962-3319

lerickson@mwkog.org

mwkog.org

777 North Capitol Street NE, Suite 300

Washington, DC 20002



National Capital Region
Transportation Planning Board

COMMUTER CONNECTIONS

FY 2025 Work Program (CCWP)

Dan Sheehan
Program Manager, Transportation Operations Programs

National Capital Region Transportation Planning Board
Technical Committee
February 2, 2024

Commuter Connections - Defined

- From the Commuter Connections Strategic Plan:
 - Network of public and private transportation organizations, including COG, state funding agencies, and local organizations, that work together to assist and encourage people in the Washington region to use alternatives to the single-occupant automobile

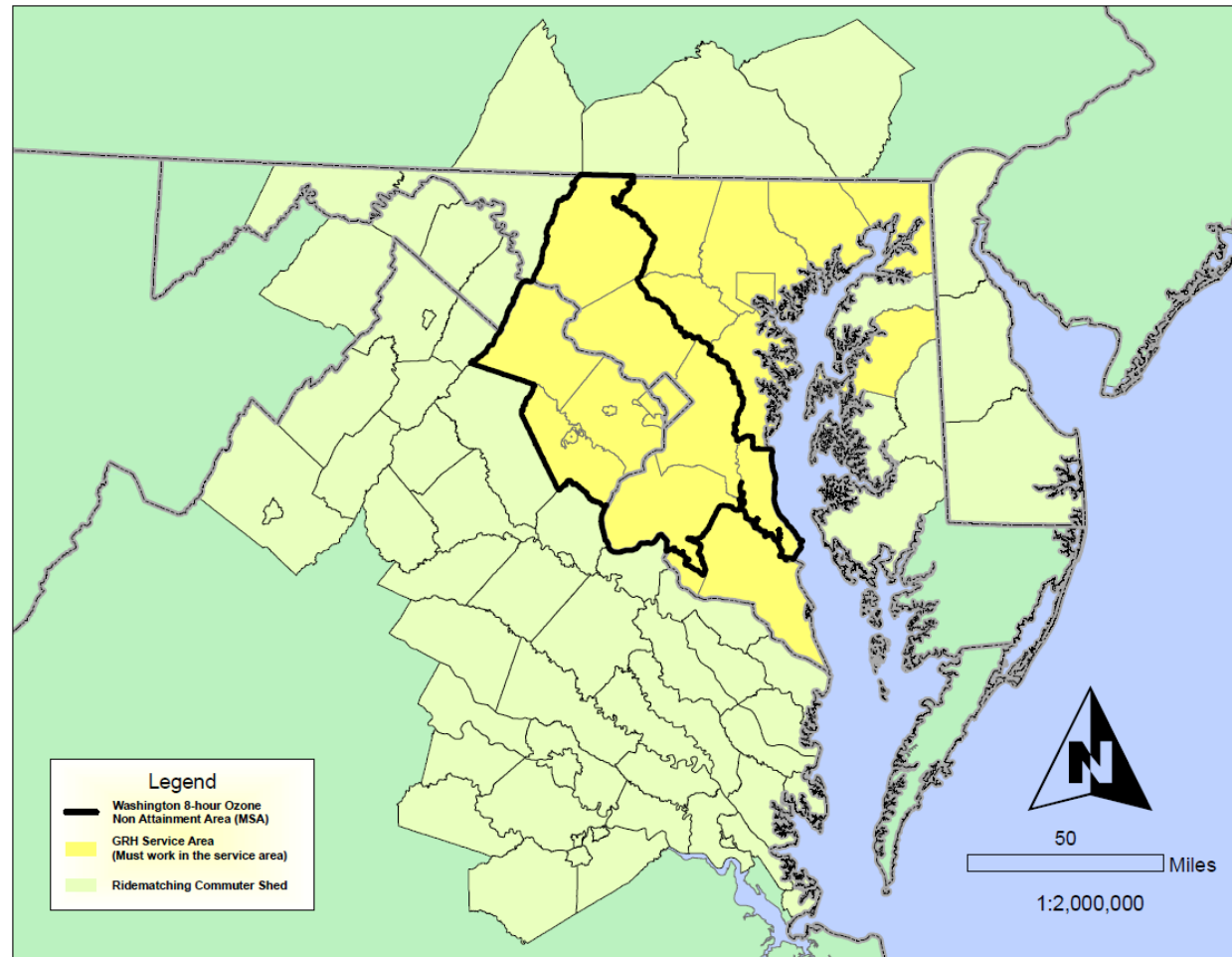
Role in the Regional Planning Process

- Travel demand management (TDM) is an important element of the TPB's federally required congestion management process.
 - Commuter Connections is the tri-state TDM program serving the TPB's planning area and beyond (larger region).
- TDM and reducing single occupant vehicular trips are important elements of the TPB's transportation planning priorities.
- Commuter Connections contributes to regional air quality and climate change goals by reducing vehicular emissions associated with commute trips.
 - Is part of the region's Long Range Plan (Visualize 2045) and Transportation Improvement Program (TIP).
- Commuter Connections contributes to various performance targets adopted by the TPB as part of its performance based planning and programming (PBPP).

Benefits of Commuter Connections

- Jurisdictions
 - Helps reduce and manage commuter congestion, goods movement, tourist travel
 - Helps reduce emissions (EPA criteria pollutants and greenhouse gases)
 - Supports local efforts to attract and retain employers
- Employers
 - Recruitment/Retention
- Workers
 - More commute options
 - Reduced stress/costs/time
 - Improved quality of life

Commuter Connections Geographic Coverage Area



MSA Rankings for Carpooling and Transit Use

Metropolitan Statistical Area	Total Workers	% Carpool	% Transit
New York-Newark-Jersey City, NY-NJ-PA	9,537,695	6.1	26.1
Los Angeles-Long Beach-Anaheim, CA	6,300,998	9.2	3.8
Chicago-Naperville-Elgin, IL-IN-WI	4,721,217	7.7	9
Dallas-Fort Worth-Arlington, TX	3,857,340	9.4	0.9
Washington-Arlington-Alexandria, DC-VA-MD-WV	3,364,807	8.1	8.8
Houston-The Woodlands-Sugar Land, TX	3,359,720	9.4	1.7
Philadelphia-Camden-Wilmington, PA-NJ-DE-MD	3,052,356	7	7.2
Atlanta-Sandy Springs-Alpharetta, GA	3,004,626	8.6	2.1
Miami-Fort Lauderdale-Pompano Beach, FL	2,966,935	9.2	2.5
Boston-Cambridge-Newton, MA-NH	2,607,487	6.5	9.7
San Francisco-Oakland-Berkeley, CA	2,391,418	8.3	11.8

Source: U.S. Census Bureau. "Commuting Characteristics by Sex." American Community Survey, ACS 5-Year Estimates Subject Tables, Table S0801, 2022, <https://data.census.gov/table/ACSST1Y2022.S0801?q=S0801>: Accessed on January 22, 2024.

Daily Program Impacts and Effectiveness

Measure	Reductions
Vehicle Trips	119,500
Vehicle Miles of Travel	2,168,000
Nitrogen Oxides (NOx)	0.4 Tons
Volatile Organic Compounds (VOC)	0.3 Tons

Measure	Cost
Cost per Vehicle Trip Reduced	\$0.19
Cost per Vehicle Mile of Travel Reduced	\$0.01
Cost per ton of NOx Reduced	\$49,000
Cost per ton of VOC Reduced	\$59,700

Daily Societal Benefit Cost Savings

Societal Benefit	Benefit Unit	Benefit Base Units	Cost per Unit of Benefit	Total Daily Cost Savings
Air pollution				
- NOx	Tons NOx removed	0.457 T	\$1,612	\$737
- VOC	Tons VOC removed	0.375 T	\$133	\$50
Greenhouse gases	Tons CO2 removed	836.0 T	\$36	\$30,096
Noise pollution	Total VMT reduced	2,168,829 VMT	\$0.0223	\$48,365
Congestion	Hours of delay reduced	2,883 hours	\$30.43	\$87,730
Excess fuel used	Gallons of fuel saved	93,484 gal	\$3.40	\$317,846
Health/safety	Crashes avoided/1 M VMT	2.193 crashes	\$15,952	\$34,983
All benefits				\$519,807

Proposed FY2025 CCWP Budget

Program	Cost FY2024	Cost FY2025
Commuter Operations	\$729,117	\$750,058
Guaranteed Ride Home	\$963,697	\$978,153
Mass Marketing	\$3,868,537	\$3,989,928
Program Evaluation	\$520,000	\$942,630
Employer Outreach	\$832,040	\$850,212
GRH Baltimore	\$200,000	\$225,000
MD Employer Outreach Statewide	\$26,133	\$26,295
TOTAL	\$6,997,896	\$7,762,277

Proposed FY2025 CCWP Budget Allocations

Funds Source	Commuter Operations Center	Guaranteed Ride Home (GRH)	Marketing	Monitoring & Evaluation	Employer Outreach*	GRH Baltimore	TOTALS
District of Columbia (DDOT)	\$82,489	\$115,422	\$449,478	\$111,230	\$29,208	-	\$787,827
State of Maryland (MDOT)	\$307,586	\$430,387	\$1,841,815	\$414,758	\$756,694	\$175,000	\$3,926,240
State of Maryland (MTA)	-	-	-	-	-	\$50,000	\$50,000
Commonwealth of Virginia	\$308,983	\$432,344	\$1,698,636	\$416,642	\$90,605	-	\$2,947,210
Other**	\$51,000	-	-	-	-	-	\$51,000
TOTAL	\$750,058	\$978,153	\$3,989,929	\$942,630	\$876,507	\$225,000	\$7,762,277

* Additional allocations for local jurisdictions / contractors, subject to funding availability: Virginia – VDOT \$752,550, VDRPT \$400,000; and DDOT \$316,373.

** Software User Fees - \$51,000

Proposed FY2025 CCWP Budget

- 11% increase from FY 2024
- Budget Breakdown: \$7,762,277
 - Staffing & Overhead: \$2,396,110 or 31% of the overall budget
 - Private Sector Services: \$3,812,130 or 49% of the overall budget
 - Local Jurisdiction Pass-Thru: \$598,523 or 8% of the overall budget
 - Direct Costs: \$955,514 or 12% of the overall budget

What's New in FY2025

- Commuter Operations Center
 - Enhancing Mobility Innovations grant project
- Marketing
 - Conversion of incenTrip to CommuterCash
- Monitoring and Evaluation
 - FY 2024- FY 2026 TDM Evaluation Framework Methodology Document
 - 2025 State of the Commute Survey design, data collection activities, and Draft Technical Report
 - 2025 GRH In-Depth Applicant Surveys and draft reports
 - 2025 Vanpool Driver Survey and report

Approval Timeline + Next Steps

- State funding agencies reviewed the document and provided comments/edits.
 - State funding agencies approved the draft FY2025 CCWP on January 9, 2024
- The Commuter Connections Subcommittee endorsed the FY2025 CCWP for release on January 16, 2024
- TPB Tech Committee being briefed during today's meeting and will be briefed again on March 1, 2024
- TPB will receive a draft of the FY2025 CCWP at its February 21st meeting and will be asked to approve at its March 21st meeting
- Secure funding commitments and TIP amendments by June
- Program begins July 1

Dan Sheehan

Program Manager

(202) 962-3287

dsheehan@mwkog.org

[commuterconnections.org](https://www.commuterconnections.org)

Metropolitan Washington Council of Governments

777 North Capitol Street NE, Suite 300

Washington, DC 20002



VISUALIZE 2050

New Logo, AQ Analysis Inputs and Next Steps

Cristina Finch, AICP
TPB Transportation Planner

TPB Technical Committee
February 2, 2024

New Plan. New Logo.

- New Visualize 2050 logo keeps the familiar Visualize blue and green color palette and adds light blue from the TPB color palette.
- Reflects that Visualize 2050 is a **regional** plan and incorporates the regional identity through the TPB logo in the number 2050.
- A logo guide will be available to TPB staff and contractors.
- Look for a new PowerPoint template and virtual background soon!

VISUALIZE 2050
National Capital Region Transportation Plan



Visualize 2050 Logos

- The logo is available in horizontal, vertical, and 'Visualize 2050' to accommodate plan documents, presentations, newsletters, websites, maps, and social media.
- The logo is available with or without the NCRTP tagline in 4-color, white for dark backgrounds, and black & white.



TPB Facebook and Twitter/X

- The TPB will update its Facebook and Twitter profiles with the new logo in February 2024.
- Facebook



- Twitter/X



AQ Analysis Inputs and Next Steps

- Ongoing regionally significant for air quality project inputs review
- Future transit system service network coding details for air quality analysis are **due on March 1** to Jane Posey, jposey@mwcog.org
- **Next Milestone:** March 1 – 30 comment period for air quality conformity analysis scope of work, regionally significant for air quality projects
- April: Summarize comments for TPB meeting
- May: TPB action on air quality and travel demand modeling inputs

Modeling effort begins to determine air quality conformity and future system performance



March Comment Period – Engagement Channels

- Ambassadors – Sample web, news, social content, and graphics
- Email announcements (TPB News subscription list, committee mailings)
- News ads – The Washington Post, AFRO News, Washington Hispanic
- News release – shared through COG/TPB e-news and website
- Social media (Twitter, Facebook, LinkedIn)
- Web - Visualize2050.org and mwcog.org (TPB Comment Form)
- PDF flyer with comment period description, call to action, key dates, contact info
- Comment by Visualize 2050 MetroQuest form
- Other ways to comment: email, phone, letter, March TPB meeting



Cristina Finch, AICP

Transportation Planning Manager

(202) 962-3335

rbeyerle@mwkog.org

mwkog.org

777 North Capitol Street NE, Suite 300

Washington, DC 20002



National Capital Region
Transportation Planning Board

TRANSITIONING TO MOVES4

Analysis of Mobile Emissions Impacts of MOVES4

Dusan Vuksan
TPB Transportation Engineer

Jinchul (JC) Park
TPB Transportation Engineer

TPB Technical Committee
February 2, 2024



National Capital Region
Transportation Planning Board

What is MOVES and Why Transition to MOVES4 Now?

- MOVES, or Motor Vehicle Emissions Simulator, is a tool developed by the EPA to estimate air pollution from motor vehicles. This includes criteria pollutants (e.g., VOC & NOx), greenhouse gas (GHG) emissions, and air toxic emissions
- TPB is required to use MOVES to estimate nitrogen oxide (NOx) and volatile organic compound (VOC) emissions for air quality conformity (AQC) analyses
- Regional state air agencies are required to use MOVES emissions estimates to set the motor vehicle emissions budgets (MVEBs) in state implementation plans (SIPs) for the attainment of air quality standards
- **TPB staff are moving to the latest MOVES model (MOVES4) for Visualize 2050 AQC and GHG analyses to account for the latest federal regulations and modeling capabilities embedded in the model**



MOVES4 - Release and Deadlines

- EPA periodically updates the MOVES model to account for changes in assumptions and methodologies:
 - Minor updates: fixing minor technical issues (“bugs”)
 - Major updates: incorporating new regulations, providing additional modeling capabilities, fixing major issues
- EPA’s latest emissions model, MOVES4, was officially released in the Federal Register¹ on August 30, 2023
- EPA provided a 2-year grace period, which ends on September 12, 2025, before MOVES4 must be used for conformity analyses
- EPA requires immediate use of MOVES4 for new State Implementation Plan (SIP) development

¹Federal Register Vol 88, No. 175/ Tuesday September 12, 2023 “Official Release of the MOVES4 Motor Vehicle Emissions Model for SIPs and Transportation Conformity [2023-19116.pdf \(govinfo.gov\)](#)



MOVES4 - Summary of Changes Relative to MOVES3

- Accounts for new and changed emission rules
- Updated modeling of electric vehicles
- Updated default data and projections for vehicle populations & activity
- Updated default data and projections for fuel properties
- Improved emission rates and emission adjustments:
 - Adjusted light-duty veh.(LDV) particulate matter emission rates, updated refueling and crankcase emissions



MOVES4 - New and Changed Rules

MOVES4 accounts for new and changed rulings adopted after the development of MOVES3

- **HD2027 rule (March 2023) - Control of Air Pollution from New Motor Vehicles: Heavy-Duty Engine and Vehicle Standards; Correction**
This rule sets tighter emission standards for Nitrogen Oxides (NO_x), Particulate Matter (PM), Volatile Organic Compounds (VOC), and Carbon Monoxide (CO) from heavy-duty onroad vehicles and engines starting in model year 2027.
- **LDGHG 2023 rule (December 2021) - Revised 2023 and Later Model Year Light-Duty Vehicle Greenhouse Gas Emissions Standards**
These standards set tighter Greenhouse Gas (GHG) limits for light-duty passenger cars and trucks.
- **Removal of HDGHG2 trailer program (2016 rule removed in 2021)**
An appeals court has thrown out portions of the 2016 Phase 2 greenhouse gas emissions rule that would have required heavy- and medium-duty trailers for the first time ever to adopt some combination of fuel-saving technologies.



MOVES4 – Electric Vehicles

MOVES4 has improved capability of modeling electric vehicles

- Improved EV base energy rates
- Added electricity as a fuel type for heavy-duty source types
- Added temperature effects for EVs
- Added battery efficiency by age adjustments
- Added charging efficiency adjustments
- Non-zero national default EV fleet fractions



MOVES4 – EPA Notes Possible NOx Declines

“Figure 6-7 shows national NOx emissions decline over time with the phase-in of light-duty and heavy-duty rules in MOVES3 and MOVES4. MOVES4 shows additional declines primarily due to significantly reduced heavy-duty diesel emissions with the phase-in of the Heavy-Duty NOx Rule for 2027 and Later.”

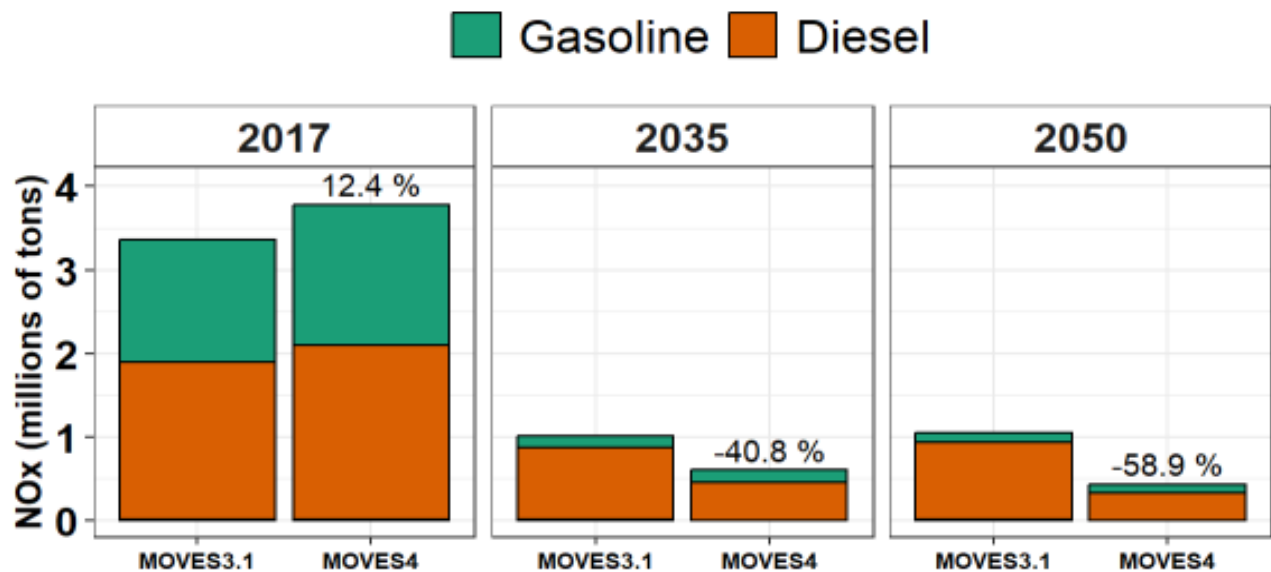


Figure 6-7—National onroad NO_x in MOVES4 as compared to MOVES3. Percentage values indicate change between MOVES3.1 and MOVES4.

Source: Office of Transportation and Air Quality. “Overview of EPA’s Motor Vehicle Emission Simulator (MOVES4).” Washington, D.C.: U.S. Environmental Protection Agency, August 2023. <https://nepis.epa.gov/Exe/ZyPDF.cgi?Dockkey=P10186IV.pdf>



MOVES4 – EPA Notes Possible VOC Declines

“Onroad VOC emissions are dominated by emissions from gasoline vehicles, which decline with the phase-in of Tier 3 standards in both MOVES3 and MOVES4, and the increased fraction of electric vehicles in the MOVES4 national results (Figure 6-11).”

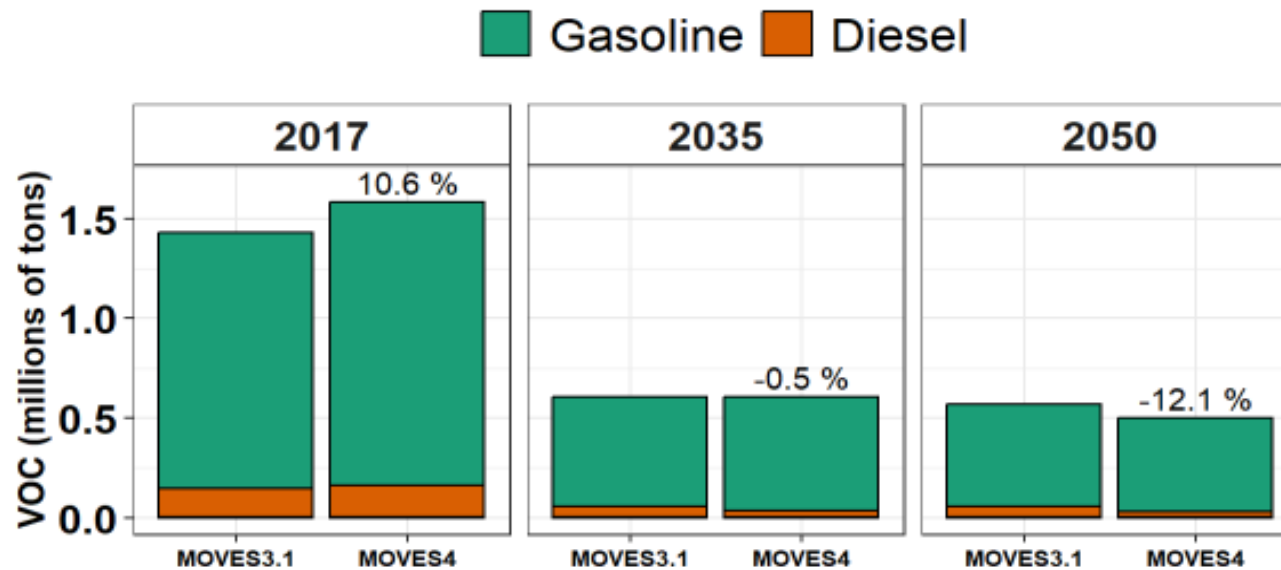


Figure 6-11—National onroad VOC in MOVES4 as compared to MOVES3.1. Percentage values indicate change between MOVES3.1 and MOVES4.

Source: Office of Transportation and Air Quality. “Overview of EPA’s Motor Vehicle Emission Simulator (MOVES4).” Washington, D.C.: U.S. Environmental Protection Agency, August 2023. <https://nepis.epa.gov/Exe/ZyPDF.cgi?Dockey=P10186IV.pdf>



MOVES4 – EPA Notes Possible GHG Declines

“The net CO₂ equivalent emissions based on the emissions of CO₂, CH₄ and N₂O as weighted by their global warming potentials are shown in Figure 6-6. The MOVES4 increase in N₂O is outweighed by decreases in CO₂ and CH₄.”

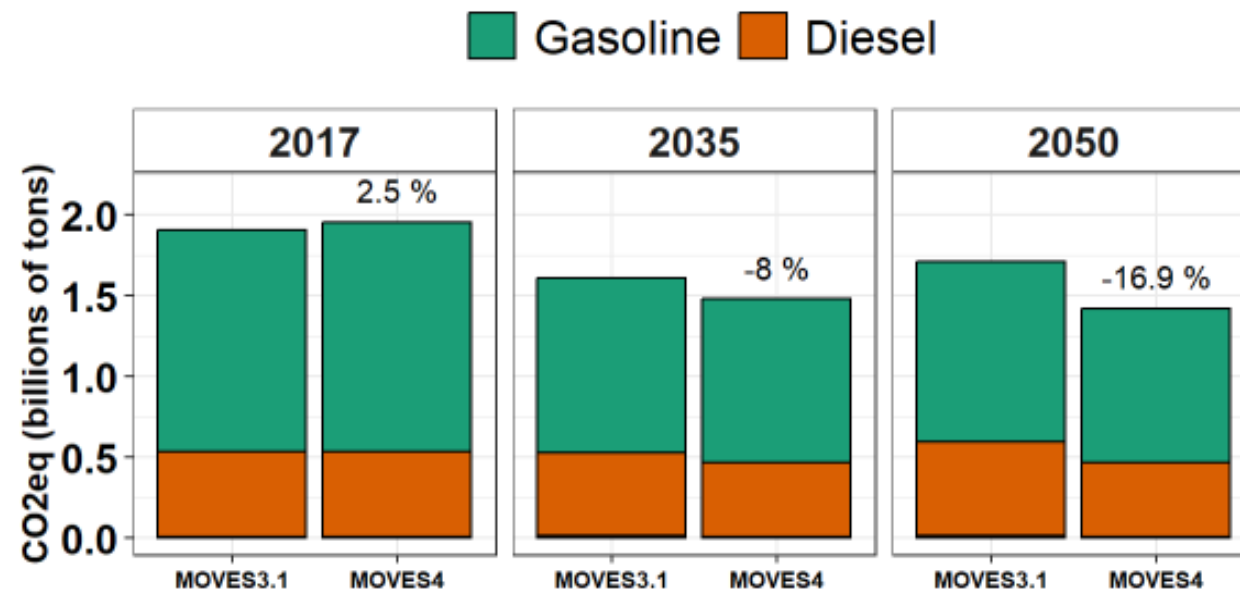


Figure 6-6—National onroad CO₂ equivalent in MOVES4 as compared to MOVES3. Percentage values indicate change between MOVES3.1 and MOVES4.

Source: Office of Transportation and Air Quality. “Overview of EPA’s Motor Vehicle Emission Simulator (MOVES4).” Washington, D.C.: U.S. Environmental Protection Agency, August 2023. <https://nepis.epa.gov/Exe/ZyPDF.cgi?Dockkey=P10186IV.pdf>



MOVES4 – Preliminary Sensitivity Tests

- TPB staff ran sensitivity tests for MOVES4 using MOVES3 inputs (converted from MOVES2014b) from the 2022 Update to Visualize 2045 air quality conformity analysis with default Alternate Vehicle and Fuel Technology (AVFT) data
- MOVES4 and MOVES3* runs contained the same inputs
- Summaries in this presentation show differences between two different sets of estimated/modeled data

Note: * A “sub-version” or “patch” to MOVES3, referred to as MOVES3.0.4, was used in testing.



MOVES4 – Preliminary Sensitivity Tests

MOVES4 vs MOVES3: NOx (tons/day)

Year	MOVES3	MOVES4	MOVES4 versus MOVES3
2021	67.442	66.014	-2.1%
2023	56.382	54.128	-4.0%
2025	46.377	43.439	-6.3%
2030	34.666	26.785	-22.7%
2040	29.183	13.889	-52.4%
2045	29.434	12.360	-58.0%



MOVES4 – Preliminary Sensitivity Tests

MOVES4 vs MOVES3: VOC (tons/day)

Year	MOVES3	MOVES4	MOVES4 versus MOVES3
2021	35.046	35.009	-0.1%
2023	31.402	31.375	-0.1%
2025	28.099	28.025	-0.3%
2030	22.145	21.579	-2.6%
2040	18.017	16.004	-11.2%
2045	17.774	14.797	-16.7%



MOVES4 – Preliminary Sensitivity Tests

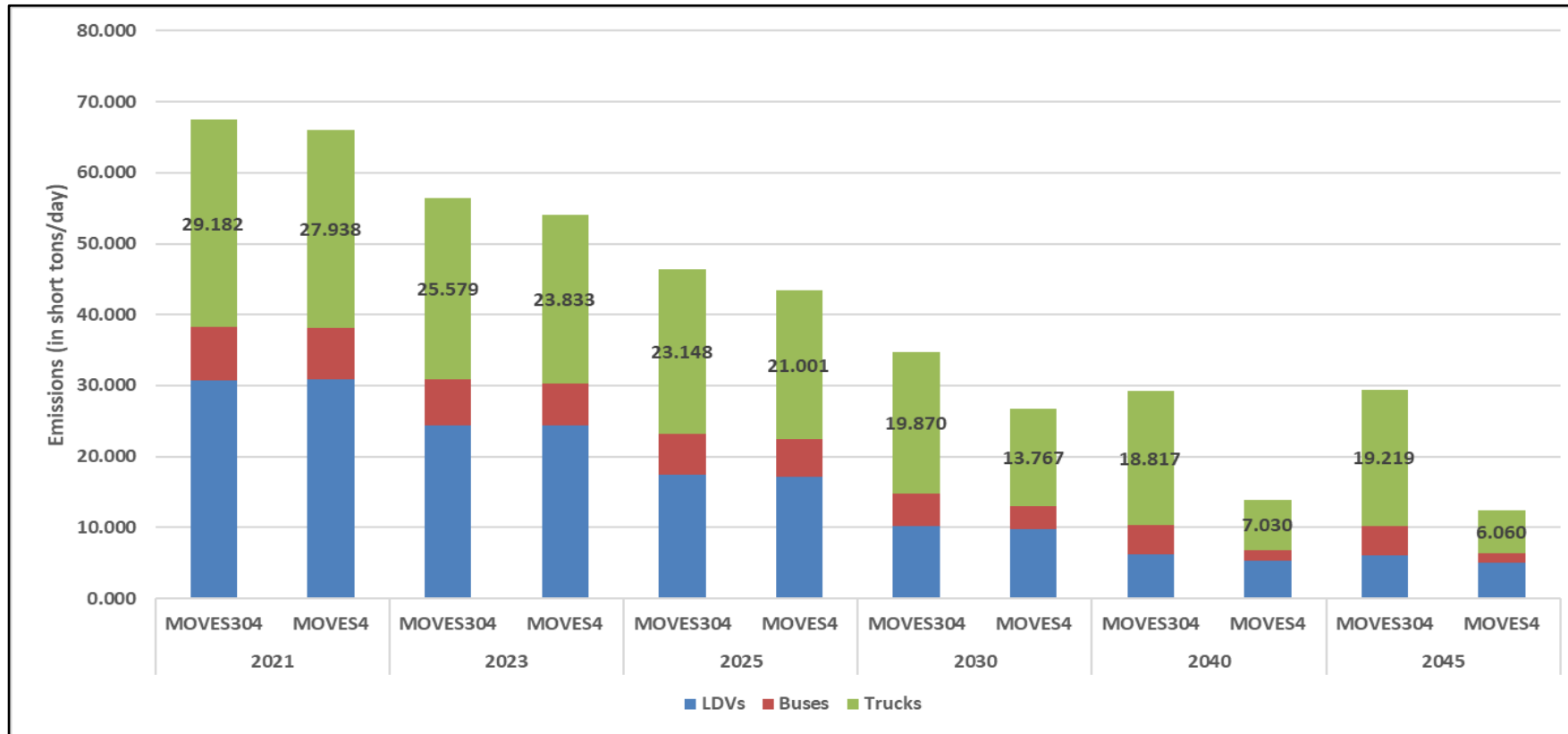
MOVES4 vs MOVES3: GHG (tons/year)

Year	MOVES3	MOVES4	MOVES4 versus MOVES3
2021	23,121,707	23,712,599	2.6%
2023	22,555,387	23,042,297	2.2%
2025	21,975,342	22,155,650	0.8%
2030	20,830,247	19,301,552	-7.3%
2040	20,496,504	16,568,699	-19.2%
2045	20,871,539	16,318,480	-21.8%



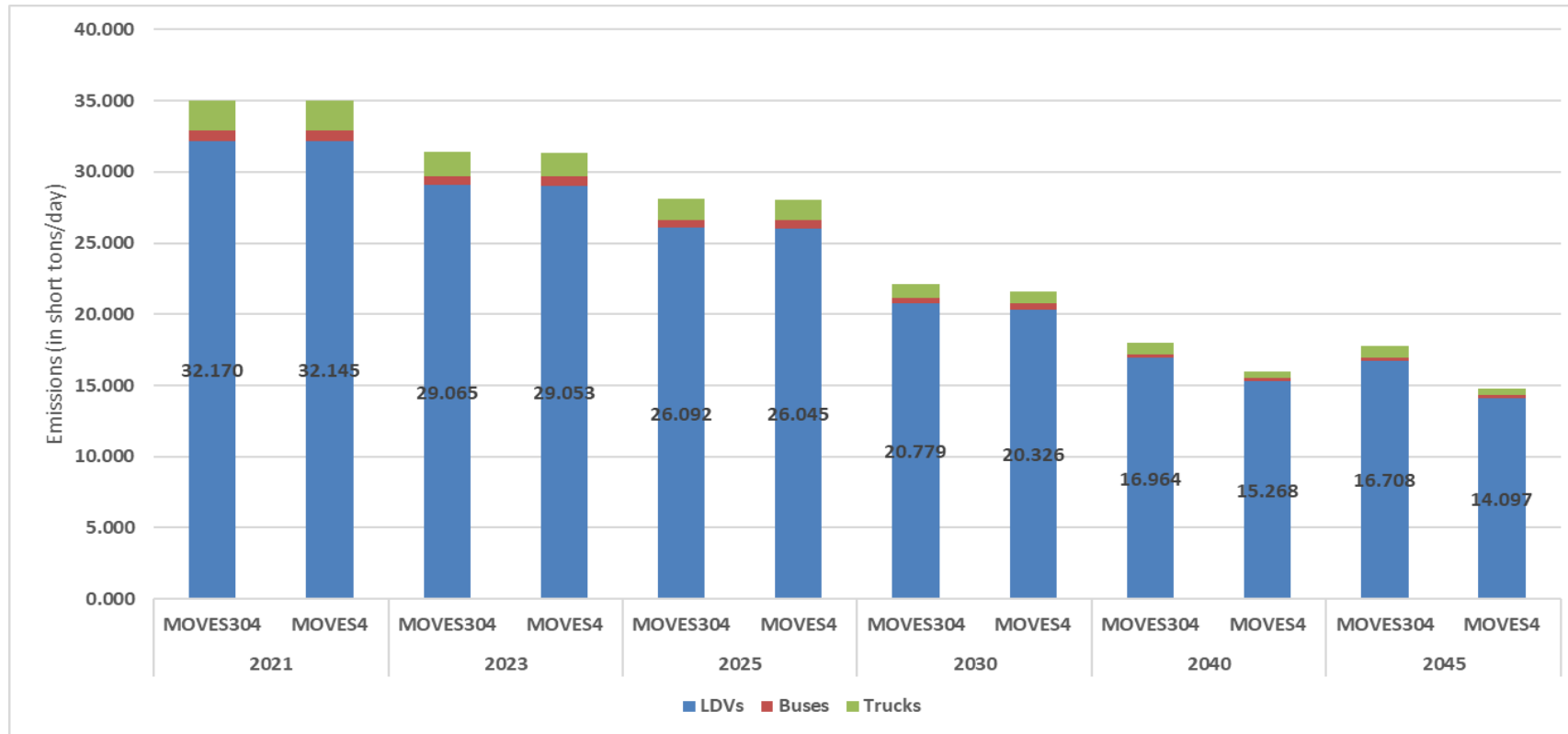
MOVES4 – Preliminary Sensitivity Tests

Ozone NOx Emissions by Analysis Year and Vehicle Type: MOVES3 vs. MOVES4 (in short tons/day); 2022 Update to Visualize 2045



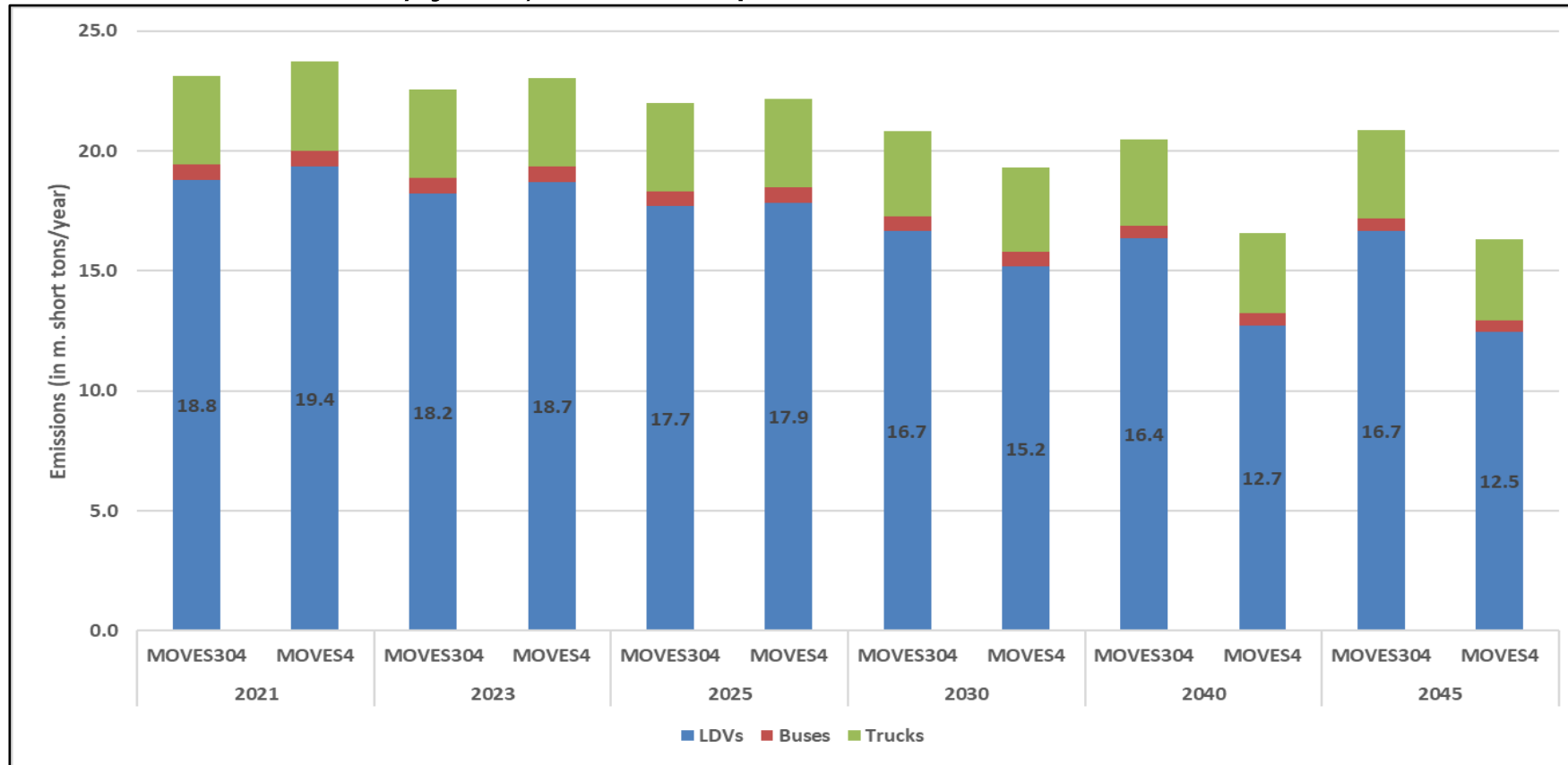
MOVES4 – Preliminary Sensitivity Tests

Ozone VOC Emissions by Analysis Year and Vehicle Type: MOVES3 vs. MOVES4 (in short tons/day); 2022 Update to Visualize 2045



MOVES4 – Preliminary Sensitivity Tests

GHG Emissions by Analysis Year and Vehicle Type: MOVES3 vs. MOVES4 (in millions short tons/year); 2022 Update to Visualize 2045



MOVES4 – COG’s Sensitivity Tests Findings

- At the regional level, COG’s MOVES4 sensitivity results are in line with those conducted by the EPA at the national level
- MOVES4 estimates greater NOx reductions over time compared to MOVES3 due to the phase-in of the heavy-duty vehicle NOx rule
- Light-duty vehicles are the highest contributors to VOC emissions in both models
- Light-duty vehicles account for the majority of GHG decreases in MOVES4, especially in later years



MOVES Resources

- Want to learn more about MOVES?

<https://www.epa.gov/moves>



Next Steps:

- MOVES4 will be used in the upcoming air quality conformity and greenhouse gas emissions analyses of the region's Long-Range Transportation Plan, Visualize 2050, and the FY2026-2029 Transportation Improvement Program
 - MOVES4 “non-travel-related” inputs for the analyses will be requested from state air agencies in the near future
- Further down the line, MOVES4 will also be used in emissions modeling associated with the 2015 Ozone National Ambient Air Quality Standards (NAAQS) SIP development



Dusan Vuksan

Principal Engineer / Program Manager

(202) 962-3279

dvuksan@mwkog.org

Jinchul Park

Principal Engineer

(202) 962-3320

jpark@mwkog.org

mwkog.org/tpb

Metropolitan Washington Council of Governments

777 North Capitol Street NE, Suite 300

Washington, DC 20002



National Capital Region
Transportation Planning Board

INTERCITY BUS AND RAIL TRAVEL STUDY

Overview

Eric Randall
TPB Transportation Engineer

TPB Technical Committee
February 2, 2024



National Capital Region
Transportation Planning Board

Why Study Intercity Travel?



Image Credits (Pierre Gaunard/COG)

- Economic impact due to tourism and business travel.
- Potential use overlap with commuter transit.
- Supports equity due to affordability and access to long-distance travel options.
- Offers travel options for rural and small urban areas.
- Federal requirements for MPO regional planning.



TPB 2016 Intercity Bus Travel Study

In response to new federal requirements, TPB studied intercity bus passenger traffic in 2016.

Key findings:

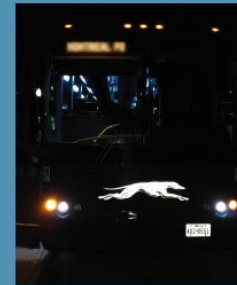
- Union Station was the dominant boarding/alighting point.
- Most trips are to or from the NYC area.
- Fridays were the busiest travel day by bus.



INTERCITY BUS TRAFFIC AND PATRONAGE IN THE METROPOLITAN WASHINGTON REGION

An intercity bus patronage count conducted in the fall of 2016 at 14 locations in Washington, D.C. and suburban jurisdictions of Maryland and Virginia

January 2017



June 2023 TPB Presentation

Collected updated information on intercity bus and rail operations in the NCR:

- Online news articles, social media posts, and other open-source data were reviewed.
- Amtrak service schedules were reviewed for intercity rail.



October 2023 TPB Work Session

Work session held prior to the day's TPB meeting with a panel of travel experts from across the region.

- A. **TRANSFORMING RAIL IN VIRGINIA**, *DJ Stadtler, CEO, Virginia Passenger Rail Authority*
- B. **INTERCITY TRAVEL IN MARYLAND**, *Travis Johnston, Director of Local Transit Support, Maryland DOT-Maryland Transit Administration*
- C. **INTERCITY BUS**, *Brandon Buchanan, Director of Regulatory Affairs, American Bus Association*
- D. **AMTRAK**, *Jeffrey Ensor, Senior Director of Portfolio Management - NEC South End, Amtrak*
- E. **UNION STATION**, *Doug Carr, President & CEO, Union Station Redevelopment Corporation*

<https://www.mwcog.org/events/2023/10/18/intercity-rail-and-bus-travel-work-session/>



FY 2024 UPWP Scope: Intercity Travel Study

- Tasks 3.7 and 7.1 of TPB's FY 2024 UPWP include a complete update to the 2016 intercity travel count
- Joint project between Systems Performance Planning and Transportation Research and Data teams
- From FY 2024 UPWP Task 7.1: “... conduct a regional survey gathering usage information on intercity buses, commuter buses, rail transit, and commuter rail ... to advise regional planning and coordination”

D.C. Greyhound Station – Union Station (Pierre Gaunard/COG)



Draft Scope of Work

A consultant (or team) will be asked to:

- Expand on previous work to also include intercity passenger rail, i.e., Amtrak, and commuter rail, as well as private bus services and bus services that are publicly funded and/or operated under public contract.
- Collect intercity travel data and information, to include ridership, intercity trips by time of day and day of week, station and stop locations, traveler demographics, traveler origins and destinations (inc. jurisdiction/zip code of residence), traveler trip purpose (e.g., business or tourism), and traveler modes of access.
- Prepare a draft and final report on the information collected, as well as a webmap with geographic data.



Next Steps and Schedule

- TPB staff will work with the consulting team to finalize the study scope of work. Anticipate issuing Notice To Proceed in late February.
- First outreach to regional members possibly in April to schedule May consultations on jurisdictional plans, challenges, and desired outcomes for intercity travel.
- Objective is to complete work by the end of calendar year 2024, which will enable incorporation of appropriate information into the Visualize 2050 regional transportation plan.



Eric Randall

TPB Transportation Engineer
(202) 962-3254
erandall@mwkog.org

Pierre Gaunard

TPB Transportation Planner
(202) 962-3761
pgaunard@mwkog.org

mwkog.org

777 North Capitol Street NE, Suite 300
Washington, DC 20002



National Capital Region
Transportation Planning Board

