



MEMORANDUM

TO: TPB Technical Committee
FROM: Kanti Srikanth, TPB Staff Director
SUBJECT: FY 2017 UPWP Amendments to Budgets and Work Activities
DATE: March 3, 2017

This memorandum describes proposed amendment to revise the budget of the TPB's FY 2017 Unified Planning Work Program (UPWP) to carryover previously approved work activities and budgets into the next fiscal year (FY 2018) and UPWP. The recommended amendment was reviewed by the State Departments of Transportation (providing the funding for the UPWP).

SUMMARY OF BUDGET REVISIONS

Staff recommends that the current FY 2017 UPWP be amended to reduce the total budget by \$2,803,540 to reflect work activities that are not anticipated to be completed during the remaining part of this fiscal year (ends June 30, 2017). Staff also recommends that this amount be carried over to the FY 2018 UPWP to support continued work on these activities and all of the other activities planned for FY 2018. The amended FY 2017 UPWP Budget amounts and distribution are listed in Tables 1 and 2 below.

CHANGES TO FY 2017 UPWP ACTIVITIES AND BUDGETS

Of the \$2,803,540 recommended reduction in budget, the Core programs work activity budget will be reduced by \$1,925,627 and the combined Technical Assistance program budget will be reduced by \$877,913. These amounts will be carried over to the FY 2017 UPWP Core program.

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

1. Activity 2 – Performance-Based Planning and Programming: Carryover \$50,000 from FY2017 to reflect revised timelines of federal rulemaking on PBPP requirements. This funding will support PBPP activities planned for FY 2018.
2. Activity 4 – Planning Programs: Carryover \$150,000 from FY2017 UPWP resulting from a few planned work activities that are not being pursued for this fiscal year. The funds will be used to support the planned activities during the next fiscal year as noted below.
 - a. Congestion Management Process: Consistent with FAST Act. Work to leverage the Congestion Management Plan and its Technical report to develop a Regional Congestion Management Plan.
 - b. Systems Performance, Operations and Technology Planning: Develop a comprehensive update to the Regional ITS Architecture document.
 - c. Regional Public Transportation Planning: Publish the regional “State of Public Transportation” report.
 - d. Freight Planning: Hold a regional Freight Forum to explore strategies to address current challenges for efficient freight movement, particularly for last mile deliveries

in dense urban and suburban areas, and to explore opportunities offered by advancements in freight movement including shared mobility and autonomous vehicles..

3. Activity # 6 Travel Monitoring and Data Programs: Carryover \$1,625,627 in funding for the Household Travel Survey to commence and complete the major “once in a decade” region-wide household travel survey. This amount being carried over reflects UPWP funding allocations from both FY 2017 and FY 2016. Given the significant resources needed for this work activity (currently estimated at about \$3 million) funding for this activity has traditionally been allocated over multiple fiscal years. While data collection for this survey was originally scheduled to begin in the FY 2017, it was decided to defer the start of the survey data collection until FY 2018 after completion of the main stages of the Metrorail SafeTrack program. This carryover funding together with the funding proposed in the FY 2018 UPWP budget will provide the funding needed to conduct and complete the data collection for this survey.
4. Activity 7 Cooperative Forecasting and Transportation Planning Coordination: Carryover \$100,000 in funding into the next fiscal year. There have been no updates to the Cooperative forecasts (Round 9.0) and no updates are anticipated to be completed during the remaining term of this fiscal year. These additional funds will support work with the region’s Planning Directors to identify and evaluate potential land use strategies and scenarios for improving transportation system performance outcomes as part of planned TPB’s Long Range Plan Task Force work activities and the quadrennial update of the TPB’s Constrained Long Range Plan element.

The Technical Assistance program provides funding to the three State Departments of Transportation (DOT) and WMATA to assist in planning studies and travel monitoring activities that support regional planning. Working with the DOTs staff has identified budget amounts that will not be expending the remaining part of this fiscal year. The breakdown of the funds within the Technical Assistance program recommended to be carried over is as follows:

Of the total \$877,913 in funds being carried over: the DC Technical Assistance budget will be reduced by \$105,118, the MD technical Assistance budget by \$498,367 and the VA Technical Assistance budget by \$251,428 and WMATA by \$23,000. The carryover amounts in this fiscal year is unusually large and reflects discontinuing plans to explore a few technical work activities at this time. The carryover funds will form the largest basis of support for the TPB’s Long Range Plan Task Force which is considering developing a set of unfunded or underfunded projects, program and policies initiatives that together can provide a substantive improvement in the performance outcomes of the regions; transportation system in the long run.

The FY 2016 Carryover Funding for DC Technical Assistance is planned to be used for traffic monitoring of DC load zone and truck restriction areas in FY 2017. The FY 2016 Carryover Funding for MD Technical Assistance is planned be used for some additional traffic monitoring of HOV facilitates and other activities to be determined in FY 2017. The FY 2016 Carryover Funding for VA Technical Assistance is planned to be used for a long distance commuter bus study and other activities to be determined in FY 2017.



March 3, 2017

TABLE 1
FY 2017 UPWP - PROPOSED AMENDED FUNDING BY SOURCE

	FTA SECT 5303 80% FED & 20% STA/ LOC	FHWA SECT 112 80% FED & 20% STA/ LOC	TOTALS	
ALLOTMENTS PROVIDED BY DDOT				
NEW FY 2017	\$424,752	\$1,761,989	\$2,186,741	(\$560,683)
UNOBLIGATED FY 2015	\$68,477	\$279,993	\$348,470	
CARRYOVER FY 2016	\$79,400	\$318,784	\$398,184	
SUBTOTAL	\$572,629	\$2,360,766	\$2,933,395	
ALLOTMENTS PROVIDED BY MDOT				
NEW FY 2017	\$938,268	\$2,730,376	\$3,668,644	(\$1,329,637)
UNOBLIGATED FY 2015	\$194,173	\$538,451	\$732,624	
CARRYOVER FY 2016	\$257,977	\$742,683	\$1,000,660	
SUBTOTAL	\$1,390,418	\$4,011,510	\$5,401,928	
ALLOTMENTS PROVIDED BY VDRPT & VDOT				
NEW FY 2017	\$802,976	\$2,261,865	\$3,064,841	(\$913,220)
UNOBLIGATED FY 2015	\$147,559	\$522,208	\$669,767	
CARRYOVER FY 2016	\$190,056	\$575,638	\$765,694	
SUBTOTAL	\$1,140,591	\$3,359,710	\$4,500,301	
TPB BASIC PROGRAM				
TOTAL NEW FY 2017	\$2,165,996	\$6,754,230	\$8,920,226	
TOTAL UNOBLIGATED FY 2015	\$410,209	\$1,340,652	\$1,750,861	
SUBTOTAL	\$2,576,205	\$8,094,881	\$10,671,086	
TOTAL CARRYOVER FY 2016	\$527,433	\$1,637,105	\$2,164,538	
TOTAL BASIC PROGRAM	\$3,103,638	\$9,731,986	\$12,835,624	(\$2,803,540)
FAA - CASP PROGRAM			\$250,000	
GRAND TOTAL	\$3,103,638	\$9,731,986	\$13,085,624	(\$2,803,540)

New FY2017 funds are newly authorized funds for the FY2017 UPWP

Unobligated FY2015 funds are unexpended funds from the completed FY2015 UPWP

Carryover FY2016 funds are programmed from the FY2016 UPWP to complete specific work tasks in the FY2016 UPWP



TABLE 2
FY 2017 UPWP - PROPOSED AMENDED WORK PROGRAM BUDGETS BY SOURCE

WORK ACTIVITY	TOTAL COST	FTA/STATE /LOCAL	FHWA/STATE /LOCAL	OTHER FUND	
CORE PROGRAMS					
1. Long-Range Planning	\$1,104,800	\$269,479	\$835,321		
2. Performance-Based Planning and Programming	\$469,145	\$114,432	\$354,713		(\$50,000)
3. Mobile Emissions Planning	\$1,598,800	\$389,974	\$1,208,826		
4. Planning Programs	\$1,564,200	\$381,534	\$1,182,666		(\$150,000)
5. Travel Forecasting	\$2,266,800	\$552,910	\$1,713,890		
6. Travel Monitoring and Data Programs	\$1,861,573	\$454,068	\$1,407,505		(\$1,625,627)
7. Cooperative Forecasting and Transportation Planning Coordination	\$760,000	\$185,376	\$574,624		(\$100,000)
8. Public Participation and Human Transportation Service Coordination	\$830,200	\$202,499	\$627,701		
9. Transportation Alternatives and Land Use Connection Programs	\$422,700	\$103,103	\$319,597		
10. TPB Support and Management	\$825,785	\$201,422	\$624,363		
Core Program Total	\$11,704,003	\$2,854,798	\$8,849,205		(\$1,925,627)
TECHNICAL ASSISTANCE					
A. District of Columbia	\$245,000	\$202,145	\$42,855		(\$105,118)
B. Maryland	\$317,000	\$261,551	\$55,449		(\$498,367)
C. Virginia	\$420,000	\$346,534	\$73,466		(\$251,428)
D. WMATA	\$149,620	\$149,620	\$0		(\$23,000)
Technical Assistance Program Total	\$1,131,620	\$959,850	\$171,770		(\$877,913)
Total, Basic Program	\$12,835,623	\$3,814,648	\$9,020,975		
CONTINUOUS AIRPORT SYSTEM PLANNING					
A. Process 2015 Air Passenger Survey - Phase 2	\$125,000			\$125,000	
B. Ground Access Forecast and Element Update	\$125,000			\$125,000	
Continuous Airport System Planning Total	\$250,000			\$250,000	
GRAND TOTAL UPWP	\$13,085,623	\$3,814,648	\$9,020,975	\$250,000	(\$2,803,540)