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Merrimack Valley Metropolitan Planning Organization

Unified Planning Work Program

Federal Fiscal Year 2025

MVMPO Board, Staff & Contributors

MVMPO Representatives

Monica Tibbits-Nutt, Massachusetts Secretary of Transportation and CEO
Jonathan Gulliver, Massachusetts Department of Transportation Highway Division Administrator
Jerrard Whitten (Executive Director) representing Merrimack Valley Planning Commission Chairperson
Kassandra Gove, (Mayor of Amesbury), Merrimack Valley Transit Advisory Board Chairperson
Melinda Barrett, Mayor of Haverhill
Brian D. De Peña, Mayor of Lawrence
Neil Harrington, (Salisbury, Town Manager) Region 1: Amesbury, Newburyport, and Salisbury
Robert Snow (Rowley, Selectman) Region 2: Newbury, Rowley, and West Newbury
Matt Coogan (Town Administrator/CPO), Region 3: Boxford, Georgetown, Groveland, and Merrimack
Paul Materazzo (Andover, Planning Director), Region 4: Andover, Methuen, and North Andover

MVMPO Recognized Alternates

David Mohler (Director of Planning), representing Massachusetts Secretary of Transportation and CEO
Steve Woelfel (Deputy Director of Planning), representing Massachusetts Secretary of Transportation and CEO
Derek Krevat (Office of Transportation Planning Manager), rep. Massachusetts Secretary of Transportation and CEO
Brian Fallon (District Four Project Engineer), representing Massachusetts Highway Division Administrator
Jerrard Whitten (MVPC Executive Director), representing Merrimack Valley Planning Commission Chairperson
Jenifer Dunlap (MVPC Deputy Director), representing Merrimack Valley Planning Commission Chairperson
Noah Berger, (MeVa Administrator), rep. Merrimack Valley Transit Advisory Board Chairperson
Bonnie Mahoney, (MeVa Chief Compliance Officer), rep. Merrimack Valley Transit Advisory Board Chairperson
John Pettis (City Engineer), representing Mayor of Haverhill
Kathleen Lambert (Mayor's Office), representing Mayor of Haverhill
Dan McCarthy (Planning Director), representing Mayor of Lawrence
Octavien Spanner (Senior Adviser), representing Mayor of Lawrence
Jerry Klima (Coastal Trails Coalition), representing Region 1
Rebecca Oldham (Groveland Town Administrator), representing Region 3
Lisa Schwarz (Andover Assistant Planning Director), representing Region 4

Ex-Officio Board Members

Federal Highway Administration, Joi Singh, Massachusetts Division Administrator
Federal Transit Administration, Peter Butler, Region I Administrator
Boston Metropolitan Planning Organization, Manager of MPO Activities
Northern Middlesex Metropolitan Planning Organization, Andrew Deslaurier, Chair
Nashua Planning Commission Metropolitan Planning Organization, Matt Waitkins, MPO Coordinator
Rockingham Planning Commission, David Walker, Assistant Director

MassDOT Liaison to MVMPO

Derek Shooster, STIP Coordinator, Massachusetts Department of Transportation

MVMPO Staff & UPWP Contract Employees with Percent of Work on Contract

Transportation Program

Tony Collins, Transportation Planner (100%)

Elizabeth Maldari, Regional Mobility Planner – Engagement Specialist (100%)

Danny Ovalle, Field Services Specialist (100%)

Patrick Reed, AICP, Transportation Program Manager (100%)

Jonah Williams, Regional Mobility Planner – Technical Specialist (100%)

Geographic Information Systems and Information Technology Program

Joe Barmashi, GIS Specialist (40%)

Stephen Lopez, GISP, GIS/IT Program Manager (40%)

Sarah Renny, GIS Analyst (40%)

Vacant, GIS Analyst (40%)

Environmental Program

Hanna Mogensen, Coastal Resource Planner (15%)

Cece Gerstenbacher, Environmental Program Coordinator (15%)

Macklen Wier, Environmental Planner (15%)

I. Front Matter

Funding Disclaimer

This work program was funded in part through grants from the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA), United States Department of Transportation (USDOT). The views and opinions of the Merrimack Valley Metropolitan Planning Organization (MVMPO) expressed herein do not necessarily state or reflect those of the USDOT.

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Attn: Title VI Specialist
Merrimack Valley Planning Commission
160 Main Street
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1200 New Jersey Avenue, SE
Washington, DC 20590
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Arabic

في الحضري التخطيط لمنظمة التابع التمييز لمنع السادسة الفقرة بمنسق الاتصال يُرجى، أخرى بلغة المعلومات هذه إلى بحاجة كنت إذا 15 الأرقام اضغط و ثم 978-374-0519: الهاتف على فالي ميريماك

Endorsement Statement

Endorsement of Federal Fiscal Year 2025 MVMPO Unified Planning Work Program

The signature below certifies that the Merrimack Valley Metropolitan Planning Organization (MVMPO), at their meeting on May 22, 2024, hereby approved the following action in accordance with the Comprehensive, Cooperative and Continuous transportation planning process.

In accordance with the requirements of 23 CFR Part 450 Section 308(c) of Federal Regulations, the MVMPO has completed its review and hereby endorses the Merrimack Valley Unified Planning Work Program for Transportation Planning Activities for October 1, 2024, through September 30, 2025.

May 22, 2024

Monica Tibbits-Nutt, Secretary and Chief Executive Officer
Massachusetts Department of Transportation (MassDOT)
Chair, Merrimack Valley Planning Organization (MVMPO)

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II. Executive Summary

What is the Unified Planning Work Program?

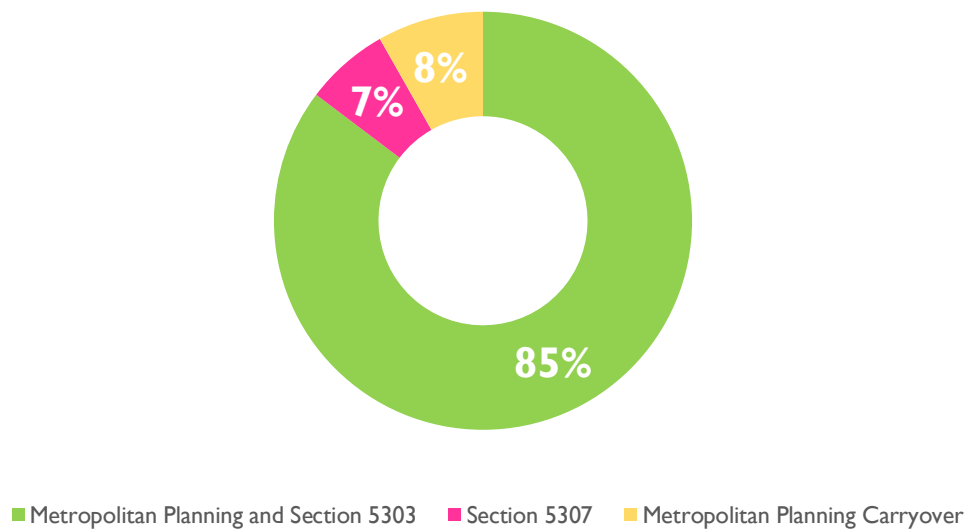
The Unified Planning Work Program, (UPWP) is the federal certification document that details the anticipated work of Merrimack Valley's Metropolitan Planning Organization (MVMPO) over the course of a single year. Because MVMPO's primary funding sources are federal aid, the document must show the tasks and subtasks that MVMPO staff intend to perform, how many hours will be dedicated to those tasks, and any projected direct cost expenditures that support MVMPO's work. Staff typically prepare the document in the spring and summer of each year, aiming for MVMPO Board approval by mid-summer. Following endorsement, the work program becomes effective at the start of the new federal fiscal year on October 1.

Federal Fiscal Year 2025 Sources and Uses

Sources

Three different federal aid sources fund 18 subtasks allocated across four different tasks. As is typical, federal Metropolitan Planning Program (PL) funds and Section 5303 funds are the primary source of support for MVMPO work. Carryover from previous years' PL balances may be programmed in future years, as is done in this UPWP, per MassDOT discretion and content. MVMPO staff also hold a contract with Merrimack Valley Transit (MeVa), the region's transit authority, which passes Section 5307 funds to the MVMPO to support short-term planning work. Finally, the FY24 UPWP programs Safe Streets and Roads for All (SS4A) discretionary program funding. Staff anticipate expending current grant resources by the end of FFY24, but that is subject to resource expenditures made by partner sub-recipient NMCOG. Staff also anticipate applying for demonstration and supplemental planning activities in FFY25. While the subtask is zeroed out (i.e. no expenditure is planned and no resources are assumed), the line is retained for future bookkeeping purposes.

Figure 1 – FFY25 Program Sources



Uses: Tasks, Subtasks and Deliverables

The FFY25 UPWP programs four tasks—3C Program Management, Data Collection and Analysis, Transportation Planning, and Other Planning Support—and 18 total associated subtasks, as listed below. Detailed descriptions of each subtask can be found in Section V. under the “Tasks” header.

Task 1 - 3C Program Management

- Subtask 1.1 – Program Management, Support, and Growth
- Subtask 1.2 – Public Participation
- Subtask 1.3 – Unified Planning Work Program
- Subtask 1.4 – Transportation Improvement Program
- Subtask 1.5 – Title VI, Environmental Justice, and Equity

Task 2 - Data Collection and Analysis

- Subtask 2.1 – Supportive Field Services
- Subtask 2.2 – Asset Management Program Development
- Subtask 2.3 – Supportive GIS and Information Technology
- Subtask 2.4 – Travel Time Reliability and Competitiveness
- Subtask 2.5 – Benchmarks and Performance Measures

Task 3 - Transportation Planning

- Subtask 3.1 – Active Transportation and Complete Streets
- Subtask 3.2 – Safe Streets and Roads for All (SS4A)
- Subtask 3.3 – Transit Planning
- Subtask 3.4 – Regional Vitality
- Subtask 3.5 – Network Sustainability and Resilience
- Subtask 3.6 – Roadway Safety Engagement and Planning

Task 4 - Other Planning Support

- Subtask 4.1 – County & State Planning Support
- Subtask 4.2 – Local Technical Assistance and Grants Coordination

Work performed in support of these tasks will generate the following major deliverables:

- FFY2026 Unified Planning Work Program (Task 1.3)
- FFY2026-2030 Transportation Improvement Program (Task 1.4)
- Mechanics/Guidance for use of Regional Target on Design (Task 1.4)
- MassDOT and Regional Counting Program (Task 2.1)
- Traffic Counter Install and Monitoring (Task 2.1, continuing from FFY24)
- Pavement Management Program Evaluation (Task 2.2, carried over from FFY24)
- Travel Time Competitiveness Tool (Task 2.4, carried over from FFY24)
- Annual Performance Monitoring Benchmarks (Task 2.5)

- Active Transportation Plan Phase 2: Node Activation (Task 3.1)
- Active Transportation Pilot (Task 3.1)
- Fare Free Evaluation (Task 3.3, continuing from FFY24)
- Merrimack Valley Transit Automatic Passenger Counter Validation (Task 3.3)
- Scoping for a Future Years' Transit Enhancement Analysis (Task 3.3)
- Elder Friendly Service Design White Paper (Task 3.3)
- Third Party American with Disabilities Act Compliance Review (Task 3.3)
- Ferryboat Business Plan Development (Task 3.4)
- Annual High Injury Network Updates (Task 3.6)
- Up to Two Safety Quick Builds (Task 4.2)
- Collective Purchase for Roadway Salt (Task 4.2)
- Collective Purchase for Roadway Services (Task 4.2)

The FFY25 UPWP also includes standard process-oriented tasks and deliverables, including:

- Certification Review (Task 1.1)
- MVMPO Preparation and Facilitation (Task 1.2)
- Updated MVMPO Memorandum of Understanding (Task 1.2)
- MVMPO "Retreat" (Task 1.2)
- Review of Regional Target Plan Sheets & Scoring (Task 1.4)
- Re-organization/Consolidation of Online Transportation Tools (Task 2.3)
- Urbanized Area GHG Coordination (Task 2.5)
- Border to Boston Support and Coordination (Task 3.1)
- Regional Priority Growth Strategy Support (Task 3.4)
- Vision Zero Community Capacity Building (Task 3.6)
- Council on Aging Coordination (Task 3.3)
- Miscellaneous Grant Support (Task 4.2)

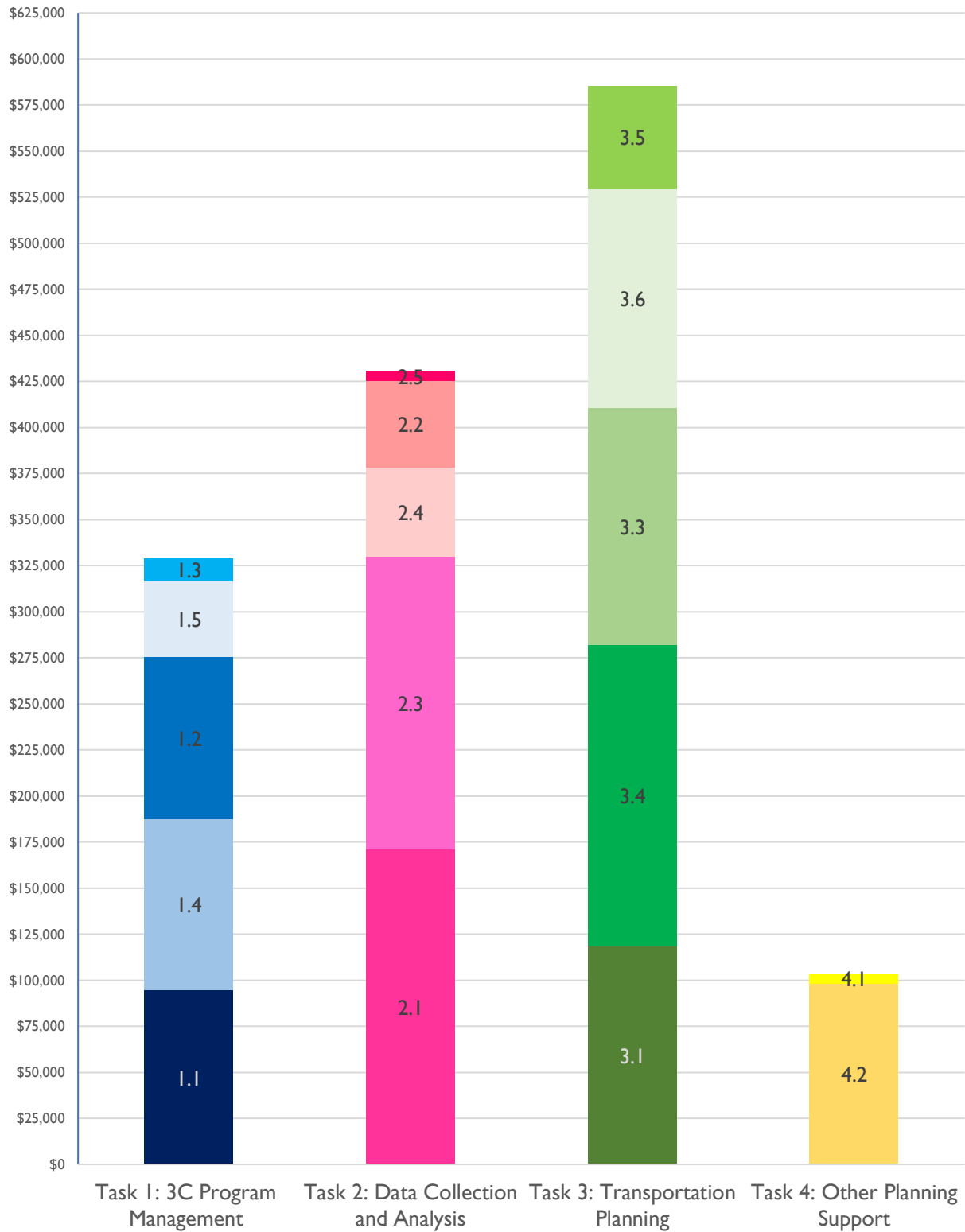
Figure 2 on the following page depicts task expenditures by task and subtask for the purposes of comparison regarding level of effort (shown as a measure of cost) for each task and subtask.

Opportunities for Public Review and Comment

MVMPO released its proposed FFY25 UPWP for public review and comment on April 24, 2024 by unanimous MPO Board member vote. MVMPO Board staff advertised the public comment period and its associated public hearings through notice to member communities, on the MVPC website, and through several local papers: *The Eagle Tribune*, *Haverhill Gazette*, *Newburyport Daily News* and Spanish language paper *Rumbo*. MVMPO staff held public hearings on [X] at [X]. [RESERVE FOR DISCUSSION OF COMMENTS RECEIVED.] During the development process for the FFY25 UPWP, MVMPO staff presented their proposed approach to the Board and larger MVPC Commission at several advance meetings, all of which were noticed in accordance with Massachusetts Open Meeting Law and Commission/MPO standard operating procedures.

Concurrent with the comment period, staff facilitated internal review and intergovernmental review, resulting in several comments and edits. The appendix documents these comments and any associated edits to the FFY25 UPWP draft.

Figure 2 - Comparison of Expenditures by Task and Subtask



III. Work Program Overview

Federal Aid Basics and Relation to the 3C Transportation Planning Process

MVMPO coordinates with its member communities to program apportioned and discretionary federal aid (i.e. obligate the use of federal funds to support local needs). Apportioned aid is made available to states by the federal government in an amount determined by formula included in federal surface transportation legislation, the most recent being the Investment in Infrastructure and Jobs Act, which is more commonly referred to as the Bipartisan Infrastructure Legislation (BIL). Apportioned aid comprises most of the federal aid that MPOs are responsible for programming. MPOs are also responsible for programming discretionary aid—aid that is not guaranteed in surface transportation legislation, which is often awarded to regions and municipalities through competitive grant processes—and earmarks.

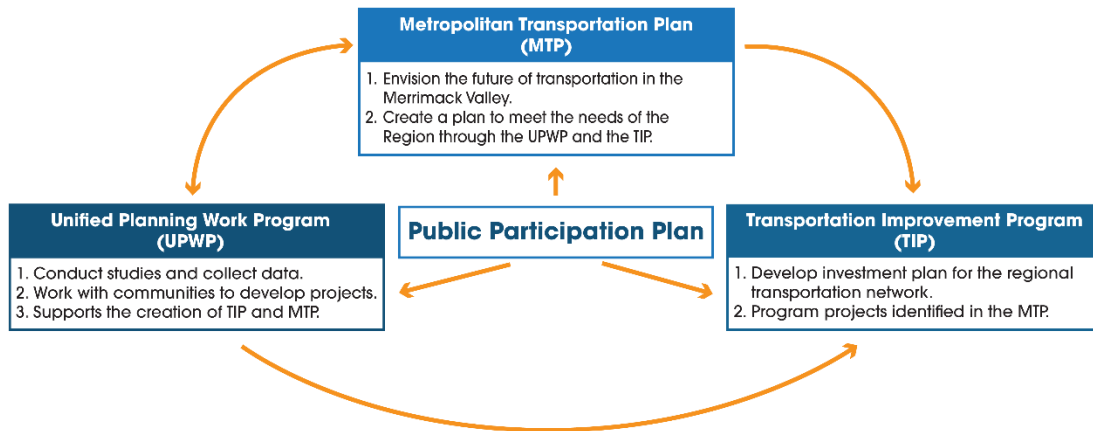
To remain eligible to program available federal aid, MPOs must produce and endorse four certification documents: the Unified Planning Work Program (UPWP), the Transportation Improvement Program (TIP), the Metropolitan Transportation Plan (MTP), and a Public Participation Plan. Table 1 describes the role of the certification documents in the 3C funding process.

Table 1 - 3C Certification Documents

Document	Purpose	Horizon	Update Timeline
Unified Planning Work Program (UPWP)	Establishes the annual work program for the MVMPO staff, including studies and tasks that support member communities.	One Year	Annually, endorsed in spring
Transportation Improvement Program (TIP)	Programs federal and state aid funding for specific transportation projects.	Five Years	Annually, endorsed in spring
Metropolitan Transportation Plan (MTP)	Establishes the long-range vision for a region, including goals and objectives. Identifies projects and strategies to realize the vision.	Twenty to Twenty-Five Years	Updated every four to five years, depending on current surface transportation legislation; typically endorsed in summer.
Public Participation Plan (PPP)	Establishes standards and policies for engaging communities in the 3C transportation planning process.	Continuous	As warranted, typically every five years

Figure 3 depicts the relationship between the four primary federally required certification documents.

Figure 3 - Relationship between 3C Certification Documents



The region's Metropolitan Transportation Plan (MTP)—which is a long-term, high-level visioning document—includes a fiscally-constrained list of projects that are potential candidates for state and federal aid *and/or* an objectives-driven investment program. These projects often originate from studies or tasks included in the region's annual Unified Planning Work Program (UPWP). The MTP may also recommend potential studies or tasks for future UPWP cycles.

The UPWP always includes a line item for the development of the annual Transportation Improvement Program (TIP). This document programs projects for federal aid based on their benefits and readiness. Projects on the TIP must also be included in the most recent MTP, or at the very least, have a strong relationship to the MTP's vision.

The Public Participation Plan (PPP) establishes standards and policies for engaging communities in the development and approval of the other noted 3C documents.

Unified Planning Work Program Overview

What is the Unified Planning Work Program?

The UPWP programs federal aid allocated to MPOs to support regional planning work. In the context of the UPWP, the word *program* signifies an obligation of MPO staff to use federal aid funding for a particular planning purpose, such as a study, activity, or particular form of engagement. There are three main types of expenditures that can be programmed: staffing costs, direct costs, and indirect costs, each described below.

Staffing Costs

Most federal aid programmed by MVMPO supports staff costs. The UPWP allocates federal aid for staff to perform tasks and subtasks based on the upcoming year's anticipated needs and deliverables. Many tasks are continuous from year to year. For example, MVMPO staff fulfill several annual functions including but not limited to:

- Facilitating the state's required traffic counting program and supplementing these counts with additional local and regional counts of interest;

- Maintaining geographic databases for use in transportation planning studies;
- Providing technical assistance to partner municipalities; and
- Preparing federal aid documents like the UPWP and the TIP.

Staff also program several deliverables that are not continuous but are instead relevant to only one, two, or three years of work. A few examples of such items in this fiscal year's work plan include the development of pilot quick build projects and an evaluation of a potential regional pavement management program.

Direct Costs

The UPWP also budgets for a wide range of direct costs. These include continuous needs, such as translation services for notices and Commission-produced documents. Other continuous costs include Commission-vehicle fuel and supplies for traffic counting data collection, such as spray paint and tape. Non-continuous costs vary year to year and can include the procurement of consultants to support engagement or technical work, professional development, training, software licenses, hardware replacement, and professional services (e.g., firms that review traffic data videos and provide outputs).

Indirect Costs

Per MassDOT guidance, each year the MVMPO undergoes an audit of regional organizations' indirect cost rates. The indirect cost rate accounts for MVMPO staff's portion of MVPC's administrative, information technology, and shared resource needs. The rate is applied to staff costs in each of the MVMPO's invoices for federal aid reimbursement.

Sources

The UPWP programs several different federal aid funding sources, which are typically authorized by the most current surface transportation legislation. In FFY2025, the Infrastructure Investment and Jobs Act, also referred to as the Bipartisan Infrastructure Legislation (BIL), authorizes federal aid programming. The BIL was signed into law on November 15, 2021, providing a critical funding stream for infrastructure and planning through FFY2026.

Metropolitan Planning Funds (PL)

The BIL's enactment authorizes the Federal Highway Administration's (FHWA) *Metropolitan Planning Program* (commonly referred to as PL in Massachusetts, but also MPP). The PL program comprises the largest share of MVMPO staff program funding and establishes the federally mandated cooperative, continuous, and comprehensive (3C) transportation planning process, which ensures information sharing and coordination between different levels of government involved in transportation planning. PL funds require a match commitment, which has historically been provided by the state in an 80 percent federal, 20 percent state proportion. Per BIL requirements, 2.5% of PL funds must be expended on complete streets planning efforts; however, this 2.5% does not require a match.

Urbanized Area Formula Program Funding (Section 5307)

The BIL also authorizes Federal Transit Administration (FTA) programs, many of which support regional transit authorities (RTAs). Typically, MVMPO staff provide planning assistance to Merrimack's RTA, Merrimack Valley Transit (MeVa), functioning as a subrecipient of Urbanized Area Formula Funding Program resources (also called Section 5307). This funding stream provides urban areas and governors transit capital and operating assistance, of which MeVa passes a small portion to MVMPO staff to perform planning analysis

and data collection. Like PL funds, planning-type work undertaken with Section 5307 funds requires a 20 percent match, which has been historically supplied by MVPC through its local assessment to member communities..

Other Discretionary Funding Sources

Federal aid programs that are not allocated to MPOs or RTAs by formula are called *discretionary* programs. The federal government often awards regions discretionary funding through competitive grant processes. For example, in FFY24, MVMPO was awarded a Safe Streets and Road for All (SS4A) grant via a joint application with the Northern Middlesex Council of Governments (NMCOG). As lead applicant, MVMPO was required to program the entirety of the \$469,041 award, allocating a portion of that total to NMCOG as a direct cost.

Amendment & Adjustment Procedures

3C documents, including the UPWP, are not static. Documents may be amended, adjusted, or administratively modified. This practice is relatively common as progress on the annual UPWP unfolds during the year.

Amendments

Amendments are significant changes that require a 21-day comment period and a vote of approval by the MVMPO. UPWP amendments include the addition or deletion of a task or a change in a particular task's budget that exceeds 25 percent of the originally programmed total. Significant changes to a task's description also require amendment.

Adjustments

UPWP adjustments are changes that modify the scope of a task or the budget of a task in an amount less than 25 percent of the originally programmed total. Adjustments do not require a 21-day comment period; however, MVMPO must vote to approve an adjustment.

Administrative Modifications

Administrative modifications may be entertained for minor task descriptions, changes to project phasing, anticipated deliverables, etc. Such changes must be presented to the MVMPO but do not require a vote of approval, nor do they require the standard 21-day comment period.

This Year's Approach & Deliverables

The FFY25 UPWP aligns staff capacity and financial resources with several concrete deliverables:

- Unified Planning Work Program (Task 1.3)
- FFY2026-2030 Transportation Improvement Program (Task 1.4)
- Mechanics/Guidance for use of Regional Target on Design (Task 1.4)
- MassDOT and Regional Counting Program (Task 2.1)
- Traffic Counter Install and Monitoring (Task 2.1, continuing from FFY24)
- Pavement Management Program Evaluation (Task 2.2, carried over from FFY24)
- Travel Time Competitiveness Tool (Task 2.4, carried over from FFY24)
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- Miscellaneous Grant Support (Task 4.2)

The FFY25 UPWP allocates these deliverables and processes across the 18 subtasks. Section IV. depicts this allocation and anticipated resource expenditures. Section V. provides detailed information about each subtask.

Coordination with Federal Planning Factors & Planning Emphasis Areas

All UPWP tasks, deliverables, and processes will advance with consideration of federal transportation planning factors as defined in 23 CFR 450.306 as follows:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and non-motorized users;
4. Increase accessibility and mobility of people and freight;
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and

10. Enhance travel and tourism.

Figure 4 documents the relationship between the FY24 UPWP deliverables and programs.

Figure 4 - Relationship to Federal Planning Factors

Programmed Deliverables and Programs	Planning Factor									
	1	2	3	4	5	6	7	8	9	10
Mechanics/Guidance for use of Regional Target on Design										
MassDOT and Regional Counting Program										
Trail Counter Install and Monitoring										
Pavement Management Program Evaluation										
Travel Time Competitiveness Tool										
Annual Performance Monitoring Benchmarks										
Active Transportation Plan Phase 2: Node Activation										
Active Transportation Pilot										
Fare Free Evaluation										
Merrimack Valley Transit Automatic Passenger Counter Validation										
Scoping for a Future Years' Transit Enhancement Analysis										
Elder Friendly Service Design White Paper										
Third Party American with Disabilities Act Compliance Review										
Ferryboat Business Plan Development										
Annual High Injury Network Updates										
Safety Quick Builds										
Collective Purchase for Roadway Salt										
Collective Purchase for Roadway Services										

In addition to the Federal Planning Factors, the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) updated the Federal Planning Emphasis Areas (PEAs) in 2021. The PEAs are areas that FHWA and FTA encourage MPOs to consider when developing new UPWP tasks and programs. These include:

1. Tackling the Climate Crisis – Transition to a Clean Energy Future: *focus on achieving greenhouse gas reduction goal of 50-52 percent below 2005 levels by 2030 and net zero by 2050.*
2. Equity and Justice⁴⁰ in Transportation Planning: *focus on advancing equity for historically marginalized communities through non-motorized infrastructure, safety planning, mode shift, low and free fare transportation, demand-response service planning, and sustainable and equitable transit-oriented development.*
3. Complete Streets: *focus on roadways that meet the needs of all users, including nonmotorists, transit riders, freight providers, and micromobility device users.*
4. Public Involvement: *focus on expanding virtual public engagement and access throughout, and particularly at the beginning, or transportation planning processes.*
5. Strategic Highway Network (STRAHNET)/United States Department of Defense Coordination: *focus on improving designated STRAHNET roadways for national and civil defense purposes in coordination with the United States Department of Defense.*
6. Federal Land Management Agency Coordination: *focus on improving access to federal lands in coordination with Federal Land Management Agencies (FMLAs).*
7. Planning and Environmental Linkages: *focus on consideration of environmental, community, and economic goals early in the transportation planning process to inform environmental review processes to improve environmental outcomes and reduce duplicative efforts.*
8. Data in Transportation Planning: *focus on improving data sharing across and amongst agencies.*

MVMPO considers the PEAs across and throughout its work program by supporting alternative transportation projects, creating avenues for new forms of public involvement, considering access to public lands, and sharing data and information to 1) reduce duplicative planning efforts and 2) improve the efficiency of planning and implementation.

Coordination with Statewide Modal Plans

MassDOT's Office of Transportation Planning conducts a variety of statewide transportation planning projects, including the statewide Bicycle Plan, Rail Plan, and Freight Plan. Consistent with the intent of the Planning and Environmental Linkages and Data in Transportation Planning PEAs noted above, MVMPO makes use of these documents to inform its own planning efforts to reduce planning redundancy and improve efficiency. For more information about statewide plans, please see: <https://www.mass.gov/statewide-plans>.

IV. Fiscal Year 2025 Work Program & Budget

Federal Fiscal Year 2025 Sources

This fiscal year, MVMPO has programmed a total of \$1,4438,673 to fund its annual work program, the majority of which is sourced by combined Metropolitan Planning (PL) and Section 5303 funding. This total assumes MassDOT will approve MVMPO’s request for usage of carryover funds. MVPC and MeVa will continue their short-term planning relationship via contract. MVPC requests MeVa program \$94,080 of Section 5307 federal aid to support short-term planning work, of which MVPC supplies the federally required 20 percent match through local assessment. For the purposes of simplicity, MVPC has historically shown a full contract sum in its work program even though only 80 percent of the source’s total is federal.

Table 2 - Funding Sources

	Metropolitan Planning (PL) and Section 5303¹	Section 5307	PL Carryover
FFY2025 Total Funds Programmed	\$1,235,684	\$94,080	\$118,910

¹80 percent of the total shown for the source is federal aid. The State of Massachusetts provides the required 20 percent match.

²Only 80 percent of the programmed source is federal aid. The remaining 20% of programmed funding is provided as a match via local assessments to member communities.

Federal Fiscal Year 2025 Budget

Table 3 shows FFY25 work program sources and uses. Table 4 follows, depicting the approximate hours that each MVPC employee will bill to the contract by subtask. Table 4 is not intended to be the exact distribution of work hours, but instead an approximation based on current known staffing quantities and capacity. Finally, Table 5 and Table 6 summarize projected direct cost expenditure.

Table 3 – FFY25 Work Program Uses and Sources

MVMPO FFY2025 UPWP ¹	Uses													Sources			
	Staff Cost (PL & Section 5303)	Indirect Cost (PL & Section 5303)	Direct Cost (PL & Section 5303)	Staff Cost (5307)	Indirect Cost (5307)	Direct Cost (5307)	Staff Cost (SS4A)	Indirect Cost (SS4A)	Direct Cost (SS4A)	Staff Cost (PL Carry-over)	Indirect Cost (PL Carry-over)	Direct Cost (PL Carry-over)	Total Task/ Subtask	PL & Section 5303	Section 5307	SS4A	PL Carryover
<i>Subtask 1.1 – Program Management, Support, and Growth</i>	\$34,279	\$48,298	\$12,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$94,577	\$94,577	\$0	\$0	\$0
<i>Subtask 1.2 – Public Participation</i>	\$30,182	\$42,527	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$87,710	\$87,710	\$0	\$0	\$0
<i>Subtask 1.3 – Unified Planning Work Program</i>	\$4,990	\$7,031	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,021	\$12,021	\$0	\$0	\$0
<i>Subtask 1.4 – Transportation Improvement Program</i>	\$38,600	\$54,388	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$92,988	\$92,988	\$0	\$0	\$0
<i>Subtask 1.5 – Title VI, Environmental Justice and Equity</i>	\$4,792	\$6,752	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$41,544	\$41,544	\$0	\$0	\$0
Total - Task 1 - 3C Program Management	\$112,843	\$158,996	\$57,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$328,840	\$328,840	\$0	\$0	\$0
<i>Subtask 2.1 – Supportive Field Services</i>	\$46,059	\$64,896	\$60,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$170,955	\$170,955	\$0	\$0	\$0
<i>Subtask 2.2 – Asset Management Program Evaluation</i>	\$17,074	\$24,057	\$6,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$47,131	\$47,131	\$0	\$0	\$0
<i>Subtask 2.3 – Supportive GIS and Information Technology</i>	\$61,877	\$87,184	\$9,959	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$159,020	\$159,020	\$0	\$0	\$0
<i>Subtask 2.4 – Travel Time Reliability and Competitiveness</i>	\$17,914	\$25,241	\$5,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$48,155	\$48,155	\$0	\$0	\$0
<i>Subtask 2.5 – Benchmarks and Performance Measures</i>	\$2,160	\$3,044	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,205	\$5,205	\$0	\$0	\$0
Total - Task 2 - Data Collection and Analysis	\$145,084	\$204,423	\$80,959	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$430,466	\$430,466	\$0	\$0	\$0
<i>Subtask 3.1 – Active Transportation and Complete Streets</i>	\$45,010	\$63,419	\$10,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$118,428	\$118,428	\$0	\$0	\$0
<i>Subtask 3.2 – Safe Streets and Roads for All (SS4A)</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<i>Subtask 3.3 – Transit Planning</i>	\$14,391	\$20,277	\$0	\$39,054	\$55,026	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$128,748	\$34,668	\$94,080	\$0	\$0
<i>Subtask 3.4 – Regional Vitality</i>	\$18,031	\$25,406	\$120,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$163,437	\$163,437	\$0	\$0	\$0
<i>Subtask 3.5 – Network Sustainability and Resilience</i>	\$23,284	\$32,807	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$56,090	\$56,090	\$0	\$0	\$0
<i>Subtask 3.6 – Roadway Safety Engagement and Planning</i>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$45,209	\$63,700	\$10,000	\$118,910	\$0	\$0	\$0	\$118,910
Total - Task 3 - Transportation Planning	\$100,715	\$141,908	\$130,000	\$39,054	\$55,026	\$0	\$0	\$0	\$0	\$45,209	\$63,700	\$10,000	\$585,613	\$372,624	\$94,080	\$0	\$118,910
<i>Subtask 4.1 – County & State Planning Support</i>	\$2,306	\$3,250	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$5,556	\$5,556	\$0	\$0	\$0
<i>Subtask 4.2 – Local Technical Assistance and Grants Coordination</i>	\$32,461	\$45,738	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$98,199	\$98,199	\$0	\$0	\$0
Total - Task 4 - Other Planning Support	\$34,767	\$48,987	\$20,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$103,755	\$103,755	\$0	\$0	\$0
Total Hours - All Subtasks	\$393,410	\$554,315	\$287,959	\$39,054	\$55,026	\$0	\$0	\$0	\$0	\$45,209	\$63,700	\$10,000	\$1,448,673	\$1,235,684	\$94,080	\$0	\$118,910

¹Amounts are rounded to the nearest dollar. Programmed amounts are +/- \$1 of approximate programmed totals.

Table 4 – FFY25 Approximate Transportation Planning Hours per by Employee on PL Contract, Rounded to the Nearest Hour

MVMPO FFY2025 UPWP¹	Patrick Reed	Danny Ovalle	Tony Collins	Elizabeth Maldari	Jonah Williams	Cece Gerstenbacher	Hanna Mogenson	Macklen Weir	Steve Lopez	Sarah Renny	Joe Barmashi	GIS Analyst, Vacant	Total Hours
<i>Subtask 1.1 – Program Management, Support, and Growth</i>	325	60	60	60	60	0	0	0	0	0	0	0	565
<i>Subtask 1.2 – Public Participation</i>	235	0	100	100	100	0	0	0	0	0	0	0	535
<i>Subtask 1.3 – Unified Planning Work Program</i>	60	0	5	5	5	0	0	0	0	0	0	0	75
<i>Subtask 1.4 – Transportation Improvement Program</i>	300	0	150	40	190	0	0	0	0	0	0	0	680
<i>Subtask 1.5 – Title VI, Environmental Justice and Equity</i>	10	0	15	65	15	0	0	0	0	0	0	0	105
Total - Task 1 - 3C Program Management	930	60	330	270	370	0	0	0	0	0	0	0	1960
<i>Subtask 2.1 – Supportive Field Services</i>	15	852	10	30	50	0	0	0	0	0	0	0	957
<i>Subtask 2.2 – Asset Management Program Evaluation</i>	30	0	0	0	350	0	0	0	0	0	0	0	380
<i>Subtask 2.3 – Supportive GIS and Information Technology</i>	0	0	0	0	0	0	0	0	600	450	75	150	1275
<i>Subtask 2.4 – Travel Time Reliability and Competitiveness</i>	35	0	10	0	350	0	0	0	0	0	0	0	395
<i>Subtask 2.5 – Benchmarks and Performance Measures</i>	10	0	30	0	0	0	0	0	0	0	0	0	40
Total - Task 2 - Data Collection and Analysis	90	852	50	30	750	0	0	0	600	450	75	150	3047
<i>Subtask 3.1 – Active Transportation and Complete Streets</i>	75	0	600	150	107	0	0	0	0	0	0	0	932
<i>Subtask 3.2 – Safe Streets and Roads for All (SS4A)</i>	0	0	0	0	0	0	0	0	0	0	0	0	0
<i>Subtask 3.3 – Transit Planning</i>	150	380	200	250	100	0	0	0	0	0	0	0	1080
<i>Subtask 3.4 – Regional Vitality</i>	150	0	50	100	15	0	0	0	0	0	0	0	315
<i>Subtask 3.5 – Network Sustainability and Resilience</i>	0	0	0	0	0	183	183	184	0	0	0	0	550
<i>Subtask 3.6 – Roadway Safety Engagement and Planning</i>	35	0	185	700	108	0	0	0	0	0	0	0	1028
Total - Task 3 - Transportation Planning	410	380	1035	1200	330	183	183	184	0	0	0	0	3905
<i>Subtask 4.1 – County & State Planning Support</i>	20	0	18	0	0	0	0	0	0	0	0	0	38
<i>Subtask 4.2 – Local Technical Assistance and Grants Coordination</i>	165	0	182	115	165	0	0	0	0	0	0	0	627
Total - Task 4 - Other Planning Support	185	0	200	115	165	0	0	0	0	0	0	0	665
Total Hours - All Subtasks	1615	1292²	1615	1615	1615	183	183	184	600	450	75	150	9577
Actual Time Anticipated Time on Contract	89%	89%	89%	89%	89%	10%	10%	10%	33%	25%	4%	8%	
Not to Exceed Time on Contract	100%	100%	100%	100%	100%	15%	15%	15%	40%	40%	40%	40%	

¹Table includes hours charged to all programmed sources..

²Field Services Coordinator is a four day per week position.

Table 5 - Anticipated Direct Cost Expenditure Summary – Total Costs

Direct Cost Summary	Direct Cost (PL)	Direct Cost (PL Carryover)
<i>Subtask 1.1 – Program Management, Support, and Growth</i>	\$12,000	\$0
<i>Subtask 1.2 – Public Participation</i>	\$15,000	\$0
<i>Subtask 1.5 – Title VI, Environmental Justice, and Equity</i>	\$30,000	\$0
Total - Task 1 - 3C Program Management	\$57,000	\$0
<i>Subtask 2.1 – Supportive Field Services</i>	\$60,000	\$0
<i>Subtask 2.2 – Asset Management Program Evaluation</i>	\$6,000	\$0
<i>Subtask 2.3 – Supportive GIS and Information Technology</i>	\$9,959	\$0
<i>Subtask 2.4 – Travel Time Reliability and Competitiveness</i>	\$5,000	\$0
Total - Task 2 - Data Collection and Analysis	\$80,959	\$0
<i>Subtask 3.1 – Active Transportation and Complete Streets</i>	\$10,000	\$0
<i>Subtask 3.2 – Safe Streets and Roads for All (SS4A)</i>	\$0	\$0
<i>Subtask 3.4 – Regional Vitality</i>	\$120,000	\$0
<i>Subtask 3.6 – Roadway Safety Engagement and Planning</i>	\$0	\$10,000
Total - Task 3 - Transportation Planning	\$130,000	\$10,000
<i>Subtask 4.2 – Local Technical Assistance and Grants Coordination</i>	\$20,000	\$0
Total - Task 4 - Other Planning Support	\$20,000	\$0
Total Hours - All Subtasks	\$287,959	\$10,000

Table 6 - Anticipated Direct Cost Expenditure Summary – Uses

Direct Cost Summary	Uses
<i>Subtask 1.1 – Program Management, Support, and Growth</i>	Professional Development, Training
<i>Subtask 1.2 – Public Participation</i>	Translations
<i>Subtask 1.5 – Title VI, Environmental Justice, and Equity</i>	Best Practices Research/Scientific Sampling
<i>Subtask 2.1 – Supportive Field Services</i>	Fuel, Counting Program Vehicle Costs, Data Collection Equipment, Associated Back End Costs
<i>Subtask 2.2 – Asset Management Program Evaluation</i>	Pavement Management Evaluation - General Costs
<i>Subtask 2.3 – Supportive GIS and Information Technology</i>	Annual Maintenance Fees and ESRI Add-Ons
<i>Subtask 2.4 – Travel Time Reliability and Competitiveness</i>	Data Purchase/ESRI Add-Ons
<i>Subtask 3.1 – Active Transportation and Complete Streets</i>	Phase 2 Planning and Implementation Costs associated with Pilot Project
<i>Subtask 3.2 – Safe Streets and Roads for All (SS4A)*</i>	Reserved for future use
<i>Subtask 3.4 – Regional Vitality</i>	Ferryboat Planning Consultant
<i>Subtask 3.6 – Roadway Safety Engagement and Planning</i>	Capacity Building Events/Tabling/Printing/Marketing Materials
<i>Subtask 4.2 – Local Technical Assistance and Grants Coordination</i>	Quick Build Implementation Assistance/Equipment

V. Tasks

The following section details each task programmed in FFY25. Task summaries include a description of the objective and/or rationale for inclusion, deliverables, deliverable scheduling, and funding.

Relationship to MV Vision 2050

Each summary includes a few sentences describing the task's relationship to the region's Metropolitan Transportation Plan, *MV Vision 2050*, which features the following broad vision statement:

"The MVMPO envisions a multimodal transportation system that is safe, equitable, accessible, sustainable, cost effective, and ensures our region is livable for people today and in the future."

Eight goals flow from this vision. Each summary references one the goals via the following icons:



Goal 1 – Equitable Access



Goal 2 – Mode Share Balance



Goal 3 – Environmental Sustainability



Goal 4 – Economic Vitality



Goal 5 – Resilient and Reliable Networks



Goal 6 – State of Good Repair



Goal 7 – Compact Land Use and Attainable Housing



Goal 8 – Vision Zero

Some task summaries include a *general* MVPC icon (shown below), which indicates that a task advances each of the seven goals by widespread technical or administrative means.



General – Some tasks advance each of the above goals in a general manner through broad technical or administrative functions.


Previous Work and Relationship to Statewide Plans

This UPWP includes information about tasks performed over the past year. For more extensive information regarding past years' work, please see the FFY23 and FFY24 Unified Planning Work Programs, accessible in the transportation program page at <https://mvpc.org/mvmppo/>.


The state has undertaken and completed several statewide planning efforts, such as the long range *Beyond Mobility* Plan and updates to its Bicycle and Pedestrian Plans. The planning tools and recommendations detailed in these plans serve as guidance for future work at regional and local levels of planning. For more information about these documents, please visit MassDOT's statewide plans page at <https://www.mass.gov/statewide-plans>.

Task One – Management & MVMPO Support


Subtask 1.1 – Program Management, Support, and Growth

Objective and Rationale	<ul style="list-style-type: none"> • Maintain and manage a continuous, comprehensive, and cooperative (3C) transportation planning process with local, state, and federal partners. • Oversee MVPC’s transportation program. • Review state and federal programs related to 3C planning. • Coordinate with peer regions. • Perform administrative functions including billings, annual reports, etc. • Organize and participate in coordination efforts with various regional bodies, including but not limited to the Regional Coordinating Council and the Northern Boston Urbanized Area (UZA), as warranted.
Deliverable(s)	<ul style="list-style-type: none"> • Annual report • Monthly 3C billings and reports • Annual review of contract • Annual review of 3C guidance • Active participation/facilitation in relevant coordinating meetings • Certification review preparation.
Context, Previous Work, and/or Relation to Metropolitan Transportation Plan	<div style="text-align: center;">  </div> <p>This task supports the general administrative functions of MVPC’s transportation program. As such, it supports the MTP’s seven goals by ensuring reporting and coordination requirements are met. In the previous year, staff executed the same administrative activities and fulfilled the 3C planning process, as is anticipated for this year.</p>
Schedule	<p>Continuous</p>
Funding	<p>Staff Costs: \$34,279 (PL/5303) Indirect Costs: \$48,298 (PL/5303) Direct Costs: \$12,000 (PL/5303) Subtask Total: \$94,577 (PL/5303)</p>


Subtask 1.2 – Public Participation

<p>Objective and Rationale</p>	<ul style="list-style-type: none"> • Maintain and implement the 3C process in alignment with documented procedures in the region’s Public Participation Plan. • Develop and manage stakeholder/outreach lists. • Distribute relevant/required 3C documents as consistent with MVMPO’s Public Participation Plan. • Continue monthly/bi-monthly support of select stakeholder groups, including the DPW collaborative, mayors and managers group, and regional planners group. • Prepare MVMPO materials and facilitate MVMPO meetings. • Monitor/participate in meetings of surrounding MPOs, as relevant and/or appropriate. • Provide access to the 3C process through translation, as appropriate • Train staff to better support equity focus communities.
<p>Deliverable(s)</p>	<ul style="list-style-type: none"> • Updated Public Participation Plan, considering elements of MassDOT’s forthcoming Public Participation Plan (anticipated in FY23, but currently delayed) • Updated MVPC transportation program web page • MVMPO minutes, documents, and presentations • Notices and translations, as relevant and/or appropriate • Translated 3C documents, where appropriate/relevant • MVMPO Memorandum of Understanding (MOU) update • MVMPO retreat
<p>Context, Previous Work, and/or Relation to Metropolitan Transportation Plan</p>	<div style="text-align: center;">  </div> <p>MVMPO staff work to ensure general and targeted access to the MVMPO transportation planning decision-making process. Transportations staff must align their noticing efforts with MVMPO’s approved Public Participation Plan, but also provide targeted engagement for specific planning efforts. Standard engagement includes preparing and displaying public notices on-site and at municipal members’ public sites, press releases for local news outlets, public hearings, and preparing web site content and web event material. For particular planning efforts, MVMPO staff create engagement opportunities at public events or local points of interest to best meet the communities where they reside. Importantly, MVMPO’s engagement work is not solely billed to this subtask. Engagement associated with projects is billed to the relevant subtask for a given program or deliverable.</p>
<p>Schedule</p>	<p>Continuous</p>
<p>Funding</p>	<p>Staff Costs: \$30,182 (PL/5303) Indirect Costs: \$42,527 (PL/5303) Direct Cost: \$15,000 (PL/5303) Subtask Total: \$87,710 (PL/5303)</p>


Subtask 1.3 – Unified Planning Work Program

<p>Objective and Rationale</p>	<ul style="list-style-type: none"> • Provide the public and member communities with a transparent understanding of how regional federal aid is expended in support of transportation planning. • Organize work and effort to ensure deliverables are achieved. • Right-size transportation planning efforts with internal capacity and budget.
<p>Deliverable(s)</p>	<ul style="list-style-type: none"> • FFY2026 Unified Planning Work Program • Adjustments/amendments, as necessary
<p>Context, Previous Work, and/or Relation to Metropolitan Transportation Plan</p>	<div style="text-align: center;">  </div> <p>The development of the FFY2026 UPWP, which is programmed in FFY2025 through this subtask, will reference the Metropolitan Transportation Plan's goals and vision to build upon regionally-focused work.</p>
<p>Schedule</p>	<p>June 2025</p>
<p>Funding</p>	<p>Staff Costs: \$74,990 (PL/5303) Indirect Costs: \$7,031 (PL/5303) Subtask Total: \$12,021 (PL/5303)</p>

Subtask 1.4 – Transportation Improvement Program


<p>Objective and Rationale</p>	<ul style="list-style-type: none"> • Develop a fiscally-constrained program of projects consistent with the region's Metropolitan Transportation Plan. • Ensure projects' greenhouse gas emissions impacts are documented and acceptable based on projects' anticipated benefits, where relevant. Participate in MassDOT's Congestion Mitigation and Air Quality (CMAQ) Consultation Committee. • Score projects based on transportation planning evaluation criteria to support objectivity and pragmatism for MVMPO decision-making. • Review all regional target projects and provide comments. • Maintain MassDOT's eSTIP platform for the region. • Work to integrate scoring systems and data entry points across agencies to improve efficiency. • Develop future year's TIP.
<p>Deliverable(s)</p>	<ul style="list-style-type: none"> • FFY2026-2030 Transportation Improvement Program (TIP), with updated project scores and greenhouse gas analyses. • Scoring system integrated with MTP universe viewer, and potentially MassDOT's MapIT tool. • Regional target plan review comments. • Adjustments/amendments, as necessary
<p>Context, Previous Work, and/or Relation to Metropolitan Transportation Plan</p>	<div style="text-align: center;">  </div> <p>Each year, including FFY25, MVMPO staff draft the TIP for MVMPO approval. The TIP is a five-year fiscally constrained document listing all federally funded transportation projects programmed to be recipients of federal aid. The TIP includes projects that are candidates to be funded by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). For the latter, MVMPO staff coordinate directly with Merrimack Valley Transit (MeVa) to ensure their capital and operating needs are met. Regarding the former, staff prepare two programming lists: regional target projects and statewide projects. Regional target projects are scored using regionally defined transportation evaluation criteria. Scores and costs are evaluated by the MVMPO board, which votes on the program of projects. MassDOT proposes a statewide program, which typically includes projects that are larger in scale or benefit, such as highways maintenance, bridges or regional trails.</p> <p>Projects programmed in the TIP must be included in the Metropolitan Transportation Plan (or must be related to a Metropolitan Transportation Plan project) and must be consistent with the MTP's vision and goals, as demonstrated by the MVMPO's approved transportation evaluation criteria scoring.</p>
<p>Schedule</p>	<p>May 2024</p>
<p>Funding</p>	<p>Staff Costs: \$38,600 (PL/5303) Indirect Costs: \$54,388 (PL/5303) Subtask Total: \$92,988 (PL/5303)</p>

Subtask 1.5 – Title VI, Environmental Justice, and Equity


<p>Objective and Rationale</p>	<ul style="list-style-type: none"> • Maintain and implement the MVMPO’s Title VI Program. • Ensure access to Title VI documentation. • Maintain—and when relevant, update—environmental justice geographies. • Target Environmental Justice (EJ) communities for engagement during project-specific planning efforts. • Coordinate with MassDOT and FHWA to ensure best practices in Title VI compliance and EJ engagement. • Support Merrimack Valley Transit (MeVa) compliance with Title VI.
<p>Deliverable(s)</p>	<ul style="list-style-type: none"> • Updated limited English proficiency maps, as warranted • Updated racial distribution maps, as warranted • Updated disability maps, as warranted • Updated income maps, as warranted • Research/scientific survey on best practices (direct cost expenditure)
<p>Context, Previous Work, and/or Relation to Metropolitan Transportation Plan</p>	<div style="text-align: center;">  </div> <p>The MTP specifically includes the goal “ensure equitable access.” This goal pertains not only to projects but also the general transportation planning decision making process.</p> <p>In late FY23, MVMPO staff updated their Title VI Plan, which includes updated maps and tables related to race, income, and English proficiency. These maps inform staff about where planning and engagement efforts should be focused for regional work. MVPC received comments from MassDOT in FFY24 and made updates per comment.</p> <p>While subtask 1.5 focuses specifically on products that support Title VI and environmental justice, MVMPO maintain equity as an important consideration and undercurrent of all planning activities.</p>
<p>Schedule</p>	<p>April 2025 (maps, as warranted) September 2025 (best practices/scientific sample)</p>
<p>Funding</p>	<p>Staff Costs: \$4,792 (PL/5303) Indirect Costs: \$6,752 (PL/5303) Direct Costs: \$30,000 (PL/53030) Subtask Total: \$41,544 (PL/53030)</p>

Task Two – Supportive Data Collection & Analysis


Subtask 2.1 – Supportive Field Services

Objective and Rationale	<ul style="list-style-type: none"> • Collect traffic data to support planning studies, evaluations, and projects, including volumes, speeds, and vehicle classifications. • Collect parking utilization data, as-needed/available • Execute plan a trail counting program, including trail counter installation. • Execute MeVa automatic passenger counter validation.
Deliverable(s)	<ul style="list-style-type: none"> • Community-specific traffic data reports • MS2 data submission (both state required and regional counts) and integration of counts into a public-facing, locally sourced web-viewer. • Supportive services for other ongoing projects, including but not limited to the development of the Active Transportation Plan (3.1), Roadway Safety Engagement and Planning (3.6) and support of local technical assistance requests (4.2) • Validation survey submissions to MeVa (also see Task 3.3) • Installation/monitoring of fixed trail counters
Context, Previous Work, and/or Relation to Metropolitan Transportation Plan	<div style="text-align: center;">  </div> <p>MVMPO staff facilitate the important work of collecting quantitative and qualitative data to document the region’s current state of affairs. Each year, the MVMPO receives a list of state-required traffic counting sites from MassDOT. MVMPO staff supplement these counts with additional locations in the region. MVMPO staff also use this task to perform various other forms of data collection, including data collection for MeVa, and data collection in support of various other transportation planning projects, such as road safety audits (or similar exercises). In FY25, program staff, including the field services coordinator, will support Phase 2 of the Active Transportation Plan, MeVA APC validation, and trail counters.</p> <p>Understanding the region’s performance allows staff and local partners to determine safety needs, assess demand, improve modal competition, and identify asset needs. In whole, these efforts support regional economic vitality.</p>
Schedule	<p>Ongoing, with MS2 submission and community-specific traffic data report anticipated in spring 2024</p>
Funding	<p>Staff Costs: \$46,059 (PL/5303) Indirect Costs: \$64,896 (PL/5303) Direct Costs: \$60,000 (PL/5303) Subtask Total: \$170,955 (PL/5303)</p>


Subtask 2.2 – Asset Management Program Development

<p>Objective and Rationale</p>	<ul style="list-style-type: none"> • Provide education and options for local communities related to pavement management. • Build upon previous work, exploring tools and mechanisms to document needs in support of municipal work programs. • Assess the return on investment (ROI) for a regional pavement management plan.
<p>Deliverable(s)</p>	<ul style="list-style-type: none"> • Assessment of local pavement management needs and potential models for regional support. • Draft program to pitch to local communities, if warranted based on assumed ROI
<p>Context, Previous Work, and/or Relation to Metropolitan Transportation Plan</p>	<div style="text-align: center;">  </div> <p>In 2019, MVPC staff collected data to support the region’s long range transportation plan update (2020 LRTP), which is now known as the Metropolitan Transportation Plan (MTP). While no longer a MassDOT requirement for long range planning, MassDOT includes a performance measure (PM2) related to the state of regional pavement on National Highway System Roadways. The majority of these roadways are maintained by the state; however, some lanes mile are locally maintained.</p> <p>In 2020 and 2021, MVPC staff worked to build upon its longstanding pavement management work, which spans over 30 years of collection efforts. Staff collaborated with asset management company Cartegraph to customize their operating system platform to meet MVPC’s data collection and analysis requirements. In 2024, staff worked to identify mechanisms to automate data collection to continue pavement management work and executed a pilot automated data capture.</p> <p>Carried over from FFY24, staff will determine what local needs are related to pavement management, how MVMPO staff may support local needs, and pitch the benefits of a regional program to determine a potential program’s return on investment. Staff may explore additional asset management needs beyond pavement management. If the assessment finds a poor return on investment when factoring in opportunity costs, MVPC may pivot away from providing pavement management services.</p>
<p>Schedule</p>	<p>Ongoing</p>
<p>Funding</p>	<p>Staff Costs: \$17,074 (PL/5303) Indirect Costs: \$24,057 (PL/5303) Direct Costs: \$6,000 (PL/5303) Subtask Total: \$47,131 (PL/5303)</p>


Subtask 2.3 – Supportive GIS and Information Technology

<p>Objective and Rationale</p>	<ul style="list-style-type: none"> • Provide MVMPO staff access to maps and tools in support of FFY24 work program efforts. • Provide municipal partners access to maps and tools in support of local planning and asset management.
<p>Deliverable(s)</p>	<ul style="list-style-type: none"> • Continued support of various GIS and IT needs throughout the duration of the FFY25 work program. • Revamped web page/organized public-facing tool page
<p>Context, Previous Work, and/or Relation to Metropolitan Transportation Plan</p>	<div style="text-align: center;">  </div> <p>MVMPO makes use of geographic information systems in all phases of its planning program. MVPC has a three person GIS staff, which the MVMPO leverages in support of various transportation planning maps and analyses. Additionally, this same team supports the program’s information technology needs, including IT onboarding, hardware and software management, backing up files, maintaining online work platforms for the agency’s hybrid work environment, and assessing and improving cybersecurity for both the transportation program (MVMPO staff) and larger commission (MVPC).</p> <p>The GIS team has and will continue to support numerous transportation projects, including mapping safety, managing partnerships with Cartegraph (see task 2.2), updating environmental justice and other equity geographies of interest, developing maps for Merrimack Valley Transit (MeVa), and supporting aerial photography and streetview photography via Eagleview to support various planning processes and applications. GIS and spatial analyses improve planning processes in support of larger MTP goals.</p>
<p>Schedule</p>	<p>Continuous</p>
<p>Funding</p>	<p>Staff Costs: \$61,877 (PL/5303) Indirect Costs: \$87,184 (PL/5303) Direct Cost: \$9,959 (PL/5303) Total Cost: \$159,020</p>

Subtask 2.4 – Travel Time Reliability and Competitiveness


<p>Objective and Rationale</p>	<ul style="list-style-type: none"> • Understand and communicate the region’s travel time durations between significant points of interest and/or typical commutes. • Depict and communicate disparities in travel time for typical auto vehicles and transit. • Improve the competitiveness of transit and active transportation modes, which historically offer longer trip times between points of significant interest. • Update and maintain the region’s Congestion Management Process, as required/necessary.
<p>Deliverable(s)</p>	<ul style="list-style-type: none"> • Travel time assessment tool by mode
<p>Context, Previous Work, and/or Relation to Metropolitan Transportation Plan</p>	<div style="text-align: center;">  </div> <p>MV Vision 2025 documents the need to improve modal choice, reduce travel times, and improve travel time reliability. Historically, auto travel has offered more competitive travel times than transit and active modes of transportation in the region. Improving comfortable transit, pedestrian, and bicycling infrastructure may improve competitiveness; however, MVMPO staff have not yet undertaken an analysis to understand where the largest disparities and greatest benefits could be rendered.</p> <p>Previous UPWP cycles have included a task titled “Congestion Management Process.” This activity used the National Performance Management Research Data Set (NPMRDS), which gathers travel time data for automobiles and trucks from various sources. The NPMRDS provides actual travel times and congestion measures. This data and other sources may be used to assess travel time reliability and modal competitiveness.</p> <p>This task is carried over from FFY24.</p>
<p>Schedule</p>	<p>September 2025</p>
<p>Funding</p>	<p>Staff Costs: \$17,914 (PL/5303) Indirect Costs: \$25,241 (PL/5303) Direct Costs: \$5,000 (PL/5303) Subtask Total: \$48,155 (PL/5303)</p>

Subtask 2.5 – Benchmarks and Performance Measures


<p>Objective and Rationale</p>	<ul style="list-style-type: none"> Assess regional performance relative to the state for safety, state of good repair, and travel time reliability.
<p>Deliverable(s)</p>	<ul style="list-style-type: none"> Regional Analysis of Performance Measure One – Safety Endorsement of PM1, PM2, and PM3 Coordination on GHG Performance Measures for the UZA
<p>Context, Previous Work, and/or Relation to Metropolitan Transportation Plan</p>	<div style="text-align: center;">  </div> <p>Each year the MVMPO reviews proposed statewide performance measure (PM) targets related to safety (PM1, for both drivers and nonmotorists), and bi-annually reviews the state of pavement and bridges, and travel time metrics (PM2, and PM3, respectively). MVMPO staff prepare regional analyses and assessments for PM1 and collaborate with MassDOT for presentation of PM2 and PM3. Tracking these performance measures helps the region and state identify needs and strategize potential solutions.</p> <p>In FFY25, staff will coordinate with other UZA members regarding the development of performance targets for GHG emissions.</p>
<p>Schedule</p>	<p>Late winter, 2025</p>
<p>Funding</p>	<p>Staff Costs: \$2,160 (PL/5303) Indirect Costs: \$3,044 (PL/5303) Subtask Total: \$5,205 (PL/5303)</p>

Task Three – Regional Transportation Planning


Subtask 3.1 – Active Transportation & Complete Streets

Objective and Rationale	<ul style="list-style-type: none"> • Improve the competitiveness of active transportation modes by identifying major active transportation spines, current gaps, and priorities for future work (Phase 1, anticipated to be completed in FFY24). • Activate designated active transportation nodes. • Develop a palate of tools that communities may use to improve the comfort and safety of nonmotorized transportation network users.
Deliverable(s)	<ul style="list-style-type: none"> • Active Transportation Plan: Phase 2 – Nodes • Nodes Pilot Project
Context, Previous Work, and/or Relation to Metropolitan Transportation Plan	<div style="text-align: center;">  </div> <p>MVMPO staff have facilitated several projects and studies in support of active transportation, including numerous road safety audits, analysis of crash clusters, coordination with municipal staff—including DPWs, public safety, and fire departments—to support nonmotorist safety, support of regional trails such as the Border to Boston Trail (B2B), and input on municipal projects.</p> <p>In FFY24, staff anticipates completing Phase 1 of its active transportation plan, which will focus on prioritizing several key paths for future focus/investment. In FFY25, staff will transition to focus on guidance related to the activation of public space proximate to active transportation nodes.</p> <p>Active transportation projects can be transformational for the region. Not only do they improve recreational opportunities, they may also reduce traffic by providing alternative travel options, improve health by encouraging exercise, and create opportunities for businesses when located proximate to activity centers. Active transportation facilities improve travel options for individuals who cannot afford their own personal vehicle, thus rendering an equity benefit. They also improve the resiliency of the transportation network by offering redundancy to the transportation network. Perhaps most importantly, planning comfortable and safe active transportation facilities will be a key component of advancing the region’s Vision Zero goal.</p>
Schedule	September 2025
Funding	<p>Staff Costs: \$45,010 (PL/5303) Indirect Costs: \$63,419 (PL/5303) Direct Costs: \$10,000 (PL/5303) Subtask Total: \$118,428 (PL/5303) Note: This task fulfills the 2.5% Complete Streets PL expenditure requirement.</p>


Subtask 3.2 – Safe Streets and Roads for All

<p>Objective and Rationale</p>	<ul style="list-style-type: none"> • Mitigate crashes to achieve forthcoming regional Vision Zero goal. • Develop a comprehensive safety action plan (Vision Zero Plan) based on historical and predictive data to inform project prioritization in safety planning. • Activate Merrimack Valley citizen participation in Vision Zero goal.
<p>Deliverable(s)</p>	<ul style="list-style-type: none"> • RESERVED FOR FUTURE AMENDMENTS, AS WARRANTED
<p>Context, Previous Work, and/or Relation to Metropolitan Transportation Plan</p>	<div style="text-align: center;">  </div> <p>RESERVED FOR FUTURE AMENDMENTS, AS WARRANTED</p>
<p>Schedule</p>	<p>RESERVED FOR FUTURE AMENDMENTS, AS WARRANTED</p>
<p>Funding</p>	<p>RESERVED FOR FUTURE AMENDMENTS, AS WARRANTED</p>



Subtask 3.3 – Transit Planning

<p>Objective and Rationale</p>	<ul style="list-style-type: none"> • Support Merrimack Valley Transit's transportation Improvement Program (TIP) programming needs. • Provide technical mapping assistance, as requested. • Provide ongoing technical assistance support as a third-party American with Disabilities Act comment reviewer. • Provide technical assistance related to passenger counting, automatic passenger counter validation, and National Transit Database reporting. • Assess and document the success of MeVa's fare free policy. • Continue support of planning for the elderly and/or disabled.
<p>Deliverable(s)</p>	<ul style="list-style-type: none"> • Fare Free Report for MeVa (continuing from FFY24) • Automatic Passenger Counter (APC) validation survey forms • Third party ADA compliance review • Elder friendly transit design white paper & Council on Aging (COA) coordination • Scope for future transit enhancement study
<p>Context, Previous Work, and/or Relation to Metropolitan Transportation Plan</p>	<div style="text-align: center;">  </div> <p>Historically, MVMPO staff and the broader MVPC Commission staff have been a resource for Merrimack Valley Transit (MeVa). MVMPO and MeVa partner on state priorities and interface opportunities, but also have, by contract, partnered to realize federal reporting requirements for the National Transit Database and the American with Disabilities Act. MVMPO staff additionally have provided technical assistance in mapping, bus route planning, and bus stop planning. In late FFY23, staff completed an update to the Coordinated Human Services Transit Plan (CHSTP) in support of the needs of the disabled and elderly and will continue working with providers to help them access Community Transit Grant opportunities.</p> <p>Beyond typical technical assistance and capital planning support. FFY25 features a Fare Free Business Case analysis report, for which work is already underway in FFY24. This report will document how MeVa's fare free policy has improved regional equity and opportunity, as well as transit's competitiveness with personal automobile travel. Better transit allows for a greater breadth of mobility options, improving the resiliency of the overall transportation network.</p> <p>In FFY25, staff will also perform APC validation, third party ADA review, and work with MeVa to scope future work related to transit signal priority, queue jumps, and express bus lanes on regional roadways.</p>
<p>Schedule</p>	<p>December 2024 Technical Assistance: Ongoing/Continuous</p>
<p>Funding</p>	<p>Staff Costs: \$14,391 (PL/5303); \$39,054 (5307) Indirect Costs: \$20,277 (PL/5303); \$55,026 (5307) Subtask Total: \$128,748 (PL/5303/5307)</p>

Subtask 3.4 – Regional Vitality


<p>Objective and Rationale</p>	<ul style="list-style-type: none"> • View transportation in the context of the larger regional economy. • Improve the vibrancy of public spaces. • Support travel and tourism planning, as required/necessary. • Support the implementation/realization of actions and strategies documented in MVPC's Comprehensive Economic Development Strategy (CEDS).
<p>Deliverable(s)</p>	<ul style="list-style-type: none"> • Ferryboat business plan development
<p>Context, Previous Work, and/or Relation to Metropolitan Transportation Plan</p>	<div style="text-align: center;">  </div> <p>Transportation is not an end within itself, but rather a means to an end. For this reason, MVMPO staff routinely participate in ongoing work relevant to transportation that is focused on other areas, such economic development, recreation planning, public health, or public space design.</p> <p>Since FFY23, staff have participated in the Community Economic Development Strategy (CEDS) planning process, which was facilitated by the broader MVPC team's Community and Economic Development Program. This process has extended into further meetings related to implementation. In FFY25, MVMPO intends to provide further support to CEDS implementation..</p> <p>In FFY24, staff anticipated creating a capital purchased program. Following coordination with MassDOT and member communities, staff determined that the barrier to entry related to ROW rendered any program of minimal benefit, and the effort was discarded.</p> <p>In FFY25, staff intend to solicit and provide oversight of a ferryboat business plan study. Significant direct costs are allocated to a consultant to undertake this work. Staff will also support the Commission's Regional Planners' Group and Priority Growth Strategy planning process.</p>
<p>Schedule</p>	<p>September 2024</p>
<p>Funding</p>	<p>Staff Costs: \$18,031 (PL/5303) Indirect Costs: \$25,406 (PL/5303) Direct Costs: \$120,000 (PL/5303) Subtask Total: \$163,437 (PL/5303)</p>

Subtask 3.5 – Network Sustainability & Resilience

<p>Objective and Rationale</p>	<ul style="list-style-type: none"> • Complete and finalize hazard mitigation efforts. • Continue to improve regional stormwater management collaboration and education regarding best practices. • Provide technical assistance relevant to Green Communities. • Equip regions and towns with technical assistance to access transportation-related electric vehicle and green energy federal aid programs.
<p>Deliverable(s)</p>	<ul style="list-style-type: none"> • Regional hazard mitigation plan. • Water and waterways technical assistance, including MS4 support, facilitation of the region’s Stormwater Collaborative, Merrimack River Collaborative • Electric vehicle charging program exploration • Secure Newbury <i>Green Communities</i> Designation.
<p>Context, Previous Work, and/or Relation to Metropolitan Transportation Plan</p>	<div style="text-align: center;">   </div> <p>The MTP recognizes links between the environment and transportation infrastructure. This subtask furthers efforts to reduce the footprint of transportation and improve the resiliency of the region.</p> <p>Over the past few years, MVPC staff have worked with member communities to prepare hazard mitigation plans, support local green community planning efforts, and have put forth significant effort facilitating the regional Stormwater Collaborative. Staff have also undertaken exploratory work to understand the role of MVPC and MVMPO in advancing electric vehicle opportunities. Further planning will allow the region/its communities to better leverage various EV infrastructure opportunities. Staff will continue these various sustainability and resiliency efforts.</p>
<p>Schedule</p>	<p>Ongoing/continuous</p>
<p>Funding</p>	<p>Staff Costs: \$23,284 (PL/5303) Indirect Costs: \$32,807 (PL/5303) Subtask Total: \$56,090 (PL/5303)</p>


Subtask 3.6 – Roadway Safety Engagement and Planning

<p>Objective and Rationale</p>	<ul style="list-style-type: none"> • Develop crash clusters—or similar crash analysis products—for public view/display. • Coordinate, schedule, and perform walk audits, road safety audits, or similar public-facing safety oriented fieldwork.
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	<ul style="list-style-type: none"> • Advertise and market safety related material in the online website and through on-the-ground means such as tabling and via engagement contractors
Deliverable(s)	<ul style="list-style-type: none"> • High-Injury Network (trends based) • Online roadway safety viewer(s)
Context, Previous Work, and/or Relation to Metropolitan Transportation Plan	<div style="text-align: center;">  </div> <p>Previous UPWPs have included a Safety Monitoring System task, which was used to monitor crash logs, assess state-compiled data, and develop crash clusters based on a local Equivalent-Property Damage scoring system. This task continues these efforts, emphasizing the display and marketing of such materials with the intent of improving awareness of our region’s roadway safety challenges to inspire change. This task envisions \$21,542 of contractor support for technical support (GIS/graphics) and engagement support (graphics, liaisons, participation incentives).</p>
Schedule	Ongoing/continuous
Funding	<p>Staff Costs: \$45,209 (PL Carryover) Indirect Costs: \$63,700 (PL Carryover) Direct Costs: \$10,000 (PL Carryover) Subtask Component Total: \$118,910</p>

Task Four – Local Transportation Planning Support

Subtask 4.1 – County & State Planning Support

Objective and Rationale	<ul style="list-style-type: none"> Respond to county and state planning needs that supplement the main work program of MVMPO staff.
Deliverable(s)	<ul style="list-style-type: none"> No programmed deliverable (supplementary task)
Context, Previous Work, and/or Relation to Metropolitan Transportation Plan	<div style="text-align: center;">  </div> <p>Previous UPWPs have included several subtasks related to interests of the state and county. These include intelligent transportation systems (ITS) planning, security planning, and county road adjudication. MVMPO do not perform regular or directed work in support of these tasks, but instead participate in supportive work or learning opportunities as they become necessary and/or available.</p>
Schedule	<ul style="list-style-type: none"> As needed, requested, or available
Funding	<p>Staff Costs: \$2,306 (PL/5303) Indirect Costs: \$3,250 (PL/5303) Subtask Total: \$5,556 (PL/5303)</p>

Subtask 4.2 – Local Technical Assistance

<p>Objective and Rationale</p>	<ul style="list-style-type: none"> • Function as a comprehensive resource for partner member communities. • Respond to requests for data collection, analysis, engagement, expertise, and/or other technical assistance. • Support technical assistance requests related to high-density or attainable housing.
<p>Deliverable(s)</p>	<ul style="list-style-type: none"> • As requested.
<p>Context, Previous Work, and/or Relation to Metropolitan Transportation Plan</p>	<div style="text-align: center;">  </div> <p>Each year, MVMPO staff receive requests for assistance from member communities. Capacity-allowing, staff work to provide transportation-planning related support. Services include grant proposal writing, warrant analyses, conceptual design, data collection, engagement, RFP development, etc. Staff often perform these tasks quickly due to their urgency or interest by municipal partners.</p> <p>In FFY2024, staff supported a Heavy Commercial Vehicle Exclusion application in Newbury, requests for data collection, coordination with MassDOT and Newburyport regarding the potential for bikeshare, quick-build opportunities on 113 for Groveland, among other items, etc. Tasks such as these typically help maintain a state of good repair (asset management, mobility management) or improve the livelihood and vitality of a place, however, tasks can vary slightly based on municipal needs.</p>
<p>Schedule</p>	<ul style="list-style-type: none"> • As needed, requested, or available
<p>Funding</p>	<p>Staff Costs: \$32,461 (PL/5303) Indirect Costs: \$45,987 (PL/5303) Direct Costs: \$20,000 (PL/5303) Subtask Total: \$98,199 (PL/5303)</p>

VI. Equity & Distribution of Effort

Equity in Transportation Planning

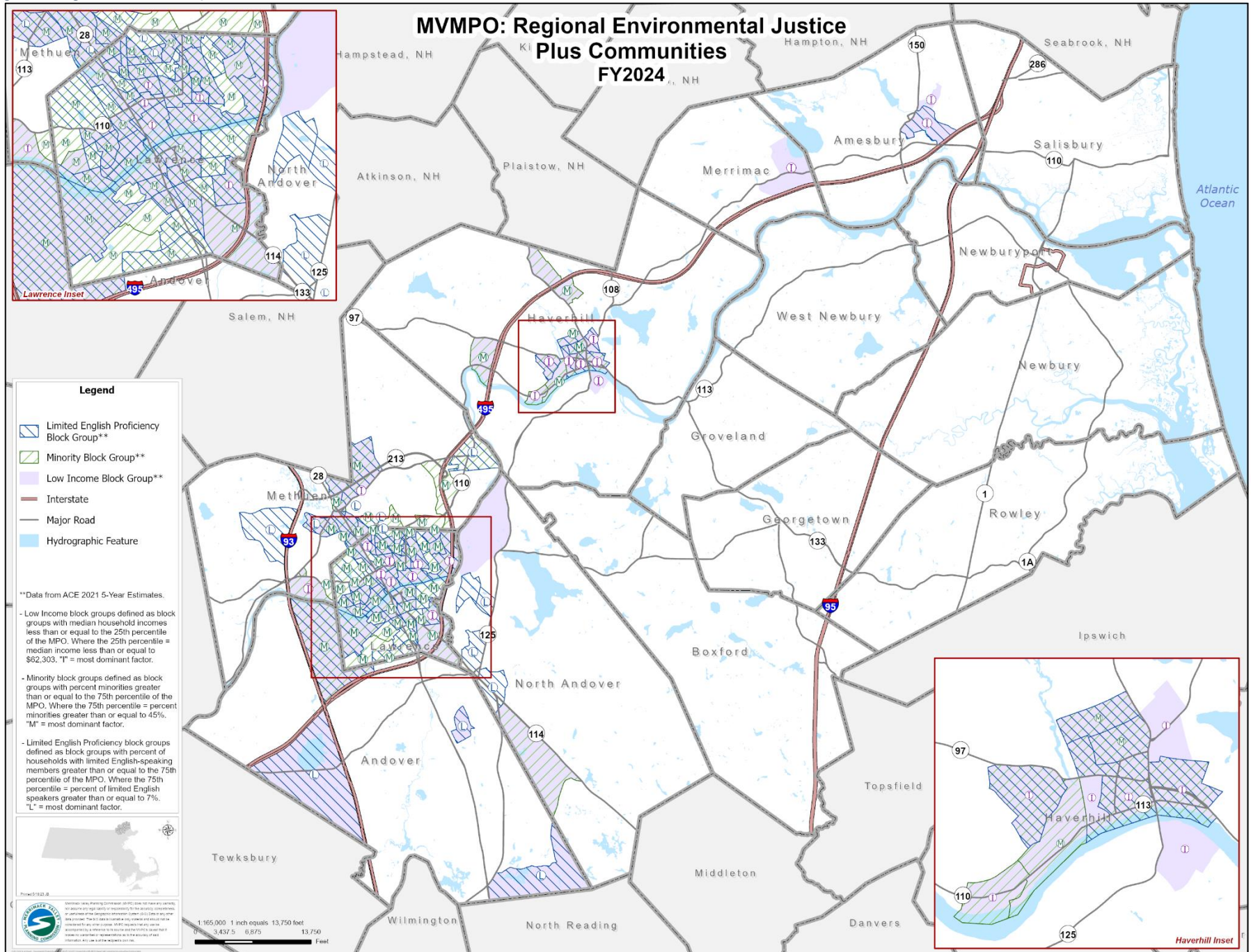
Transportation is not an end within itself, but instead a means to an end. Because access correlates with opportunity, planning must prioritize resource expenditures in marginalized communities. Figure 5 depicts MassDOT's Regional Environmental Justice Plus Communities (REJ+), which aids MVMPO's perspective on resource prioritization. Documentation for the REJ+ methodology can be found in this UPWP's appendix.

Distribution of Planning Tasks

In keeping with the direction of FFY24, this UPWP cycle primarily programs projects of regional benefit rather than community-based deliverables. Over the past year, MVPC has transitioned to focus its efforts on regional planning that identifies strategies and local needs, and—following regional-scale efforts—moves toward implementation of locally-based recommendations.

MVPC focuses its local efforts on communities of greatest need, and those communities which choose to engage MVPC to advance regionally-identified priorities. In 2025, MVPC will advance Phase 2 of the Active Transportation Plan and a nodes enhancement project based on findings from the plan. Staff anticipates that this effort will be located in or proximate to an REJ+ community. Additionally, based on high-injury network findings, staff will focus many of its safety capacity building (Subtask 3.6) in Lawrence.. Some municipally-focused efforts will occur and be billed to Subtask 4.2 – Local Technical Assistance, while efforts of a larger scale may require a separate contract and will not require the use of federal aid. Subtask 4.2 includes the development a technical assistance menu to provide municipalities information about work that may be covered using 3C federal aid and work which will require its own contract.

Figure 5 - Regional Environmental Justice Plus Communities



VII. Appendices

Federal Fiscal Year 2025 Formula Allocation

	FFY 25 (PL)	FFY 24 (PL)	Δ
apportionment	\$ 12,337,478	\$ 12,095,567	
obligation authority	90.0%	90.0%	
federal PL funds only	\$ 11,103,730	\$ 10,886,010	
matching funds added	\$ 13,879,663	\$ 13,607,513	2.0%

The recommended PL Allocation Formula was developed by the Massachusetts Association of Regional Planning Agencies and recommended by MassDOT to FHWA, is based upon the following three factors: 40% of available funds divided equally among the ten MPOs, 30% is allocated based on each MPO's relative share of Massachusetts population, and 30% is allocated based on each MPO's relative share of urbanized population. These factors result in the percentages shown.

Notes: 5303 funding will be transferred from FTA to FHWA and be administered as a Combined Planning Grant
Updated population numbers are based on SFY 2023 Chapter 90 apportionments

MPOs PL funded	40% of total funds / ten MPOs	30% of funding for relative size of population		30% of funding for relative size of urbanized population			§5303 Full Amount w/ Match (FFY 24)	§5303 Full Amount w/ Match (FFY 25)	Total FFY 24 funding by MPO	Total FFY 25 funding by MPO (2020 UZA)	ΔFFY24-25 (2020 UZA)	
		2020 Population (%)	2020 Population (\$)	2020 UZA Population	2020 UZA Population (%)	2020 UZA (\$)						
	\$ 5,551,865		\$4,163,899									
Berkshire**	\$ 555,187	129,026	1.88%	\$ 77,449	97,344	1.46%	\$ 60,664	\$ 77,191	\$ 96,435	\$ 758,322	\$ 789,734	\$ 31,412
Boston	\$ 555,187	3,357,194	48.49%	\$ 2,019,075	3,348,144	50.11%	\$ 2,086,558	\$ 2,517,632	\$ 2,878,577	\$ 7,116,954	\$ 7,537,395	\$ 420,442
CTPS*	\$ 449,701			\$ 1,635,450			\$ 1,690,112	\$ 2,076,561	\$ 2,372,621	\$ 5,802,012	\$ 6,147,884	\$ 345,873
MAPC	\$ 105,485			\$ 383,624			\$ 396,446	\$ 441,071	\$ 503,956	\$ 1,314,942	\$ 1,389,511	\$ 74,569
Cape Cod	\$ 555,187	228,996	3.31%	\$ 137,825	227,487	3.40%	\$ 141,770	\$ 140,422	\$ 151,783	\$ 956,212	\$ 986,564	\$ 30,352
Central Mass	\$ 555,187	604,631	8.73%	\$ 363,508	547,718	8.20%	\$ 341,337	\$ 333,563	\$ 375,252	\$ 1,551,609	\$ 1,635,284	\$ 83,675
Merrimack Valley	\$ 555,187	369,889	5.34%	\$ 222,352	360,773	5.40%	\$ 224,833	\$ 220,609	\$ 233,312	\$ 1,199,882	\$ 1,235,683	\$ 35,801
Montachusett	\$ 555,187	250,531	3.62%	\$ 150,733	215,592	3.23%	\$ 134,357	\$ 134,544	\$ 163,708	\$ 944,068	\$ 1,003,982	\$ 59,916
Northern Middlesex	\$ 555,187	310,009	4.48%	\$ 186,543	295,803	4.42%	\$ 184,219	\$ 197,883	\$ 196,488	\$ 1,115,377	\$ 1,122,437	\$ 7,060
Old Colony	\$ 555,187	393,249	5.68%	\$ 236,509	379,293	5.68%	\$ 236,375	\$ 214,223	\$ 245,346	\$ 1,225,035	\$ 1,273,417	\$ 48,382
Pioneer Valley	\$ 555,187	628,133	9.07%	\$ 377,666	572,595	8.57%	\$ 356,840	\$ 410,462	\$ 423,209	\$ 1,693,381	\$ 1,712,902	\$ 19,521
Southeastern Mass	\$ 555,187	652,375	9.42%	\$ 392,239	636,950	9.53%	\$ 396,646	\$ 433,893	\$ 451,363	\$ 1,727,098	\$ 1,795,735	\$ 68,639
	\$ 5,551,865	6,924,033	100.00%	\$ 4,163,899	6,681,499	100.00%	\$ 4,163,899	\$ 4,680,422	\$ 5,213,471	\$ 18,287,935	\$ 19,093,134	

RPA's SPR funded	Δ	FFY 25 total funding by RPA	Δ
Franklin**	2.0%	\$ 677,928	\$ 13,037
Martha's Vineyard**	2.0%	\$ 388,775	\$ 7,476
Nantucket**	2.0%	\$ 330,703	\$ 6,360

The SPR funding provided to the RPAs not officially recognized as MPOs is adjusted year-to-year based on the change in funding experienced by the MPOs for their PL funds.
*CTPS 5303 includes MassDOT 5303

Regional Environmental Justice Plus Documentation

MassDOT's Regional Environmental Justice Plus (REJ+) methodology informed MVMPO staff's equity analysis.

A Regional Environmental Justice "Plus" (REJ+) Community is a designation assigned to block groups with relatively high shares of residents that are especially impacted by changes in or to transportation networks. This designation is 'regional' in nature because the socioeconomic characteristics that designate REJ+ status are considered in relation to regional percentiles (through comparing block group characteristics to metropolitan planning organization-level percentiles rather than statewide percentiles); the designation is called 'plus' because MassDOT has included characteristics beyond traditional 'environmental justice' definitions in order to identify the 'most dominant factor' that defines a community's social vulnerabilities.

To qualify as an REJ+ community, a block group must meet at least one of the following thresholds that correspond to traditional environmental justice criteria.

- Income: Annual median household income \leq MPO 25th percentile
- Race and ethnicity: Percent of individuals that identify as Hispanic or Latino; Black or African American; American Indian or Alaska Native; Asian; Native Hawaiian or Other Pacific Islander; Some other race; or Two or more races and do not identify as White alone \geq MPO 75th percentile
- Limited English proficiency (LEP): Percent of households with limited English-speaking members \geq MPO 75th percentile

While MassDOT relies on these community characteristics that traditionally define environmental justice communities to establish areas that are particularly vulnerable to social, economic, and political pressures, MassDOT also recognizes that these characteristics do not capture other socioeconomic contexts that indicate areas of high need with respect to transportation issues. Therefore, as MassDOT calculates and identifies the 'most dominant factor' that drive transportation and accessibility needs in each community, it also includes the following characteristics for this specific determination:

- Car ownership: Percent of households without an available vehicle \geq MPO 75th percentile
- Disability: Percent of households with one or more persons with a disability \geq MPO 75th percentile
- Age: Percent of individuals aged 65 or older \geq MPO 75th percentile

These three additional characteristics represent the 'plus' elements of MassDOT's analysis. All data used for this analysis was retrieved from the U.S. Census at data.census.gov. The unit of analysis is census block groups (ACS 2021 5-year estimates).

ACS Tables Used

- B19013 – Median Income
- B03002 – Hispanic or Latino, and Not Hispanic or Latino by Race
- C16002 – Household Language by Household Limited English-Speaking Status
- B25044 – Tenure by Vehicles Available
- B01001 – Age
- B22010- Receipt of Food Stamps/SNAP in the Past 12 Months by Disability Status for Households

Median income: For each block group, identify the median household income (001E). Please note that where incomes exceeded \$250,000, the Census bureau enters a text value of "250,000+". MassDOT re-coded

these as the numeric value \$250,001. The same is true for incomes of less than \$2,500, which the Census bureau enters as “2,500-“, and we re-coded as \$2,499.

Race and ethnicity: For each block group, identify the total number of people who do not identify as White by subtracting the estimated number of people included in the “Not Hispanic or Latino, White Alone” category (003E) from the total number of individuals in the block group (001E). To calculate the percent of individuals who are not white in each block group, divide this number by the total population of the block group (001E).

Limited English proficiency (LEP): For each block group, calculate the percent of households with members of limited English proficiency by adding the number of households with limited English proficiency for each language group (004E, 007E, 010E, 013E) and dividing by the total number of households in each block group (001E).

Car ownership: For each block group, add the number of owner-occupied (003E) and renter occupied (010E) households without access to a vehicle. Divide this total by the total number of households in each block group (001E) to calculate the percent of zero-vehicle households.

Disability: For each block group, add the number of households with 1 or more persons with a disability (003E, 006E) and divide this by the total number of households in each block group (001E) to calculate the percentage of households with individuals with disabilities.

Age: For each block group, add the number of males and females aged 65 and over and divide this total by the block group population (001E) to calculate the percent of seniors.

Thresholds

MassDOT developed unique thresholds for each MPO region to control for the regional differences in socioeconomic and demographic characteristics across the Commonwealth. To calculate the thresholds, MassDOT used the QUARTILE function in Excel to determine each MPO-specific threshold value within each ‘environmental justice’ or ‘plus’ category. Block group-level values for each characteristic are then compared to their respective MPO threshold to determine if the block group meets the criteria for REJ+ designation.

The Merrimack Valley’s specific regional thresholds are as follow:

- Income: \$62,303
- Percent Nonwhite: 45%
- Percent Limited English Proficiency: 7%
- Percent Disabled: 31%
- Percent of Households with No Vehicles: 13%
- Percent Senior: 23%

Most Dominant Factor

For block groups that are identified as REJ+ communities, MassDOT has identified which of the six characteristics is the ‘most dominant’ in terms of the greatest dissimilarity or ‘distance’ from the MPO threshold. This identification provides a deeper sense of the social contexts that shape local transportation needs. Knowing that an REJ+ community’s most dominant factor is a lack of automobile access, or a high

proportion of individuals with physical disabilities, or a high share of older individuals, provides greater insight into the programs, initiatives, or investments that can be made to promote accessibility and mobility for those who may need extra support.

To calculate the 'most dominant factor', for each characteristic, MassDOT calculated the difference between the value for each block group, and the MPO threshold. MassDOT used an INDEX, MATCH, MAX function in Excel to identify the characteristic that is the most 'different' from the MPO threshold, and thus the 'most dominant factor' value.

Because several block groups across the state do not have income information available (437 total block groups), a modified formula that pulls on just the remaining five characteristics was used in these cases.

Acronym Glossary

Active Transportation Network	ATN
Advance Construction	AC
Americans with Disabilities Act	ADA
Bipartisan Infrastructure Legislation, or Infrastructure Investment and Jobs Act	BIL (also IJJA)
Capital Investment Plan	CIP
Clean Air Act	CAA
Clean Air Act Amendments	CAAA
Congestion Management Process	CMP
Environmental Justice	EJ
Environmental Protection Agency	EPA
Equivalent Property Damage Only	EPDO
Federal Highway Administration	FHWA
Federal Transit Administration	FTA
Fixing America's Surface Transportation Act	FAST ACT
Functionally Obsolete (refers to bridge status)	FO
Green House Gas	GHG
Highway Performance Monitoring System	HPMS
Long-Range Regional Transportation Plans	LRTP
Massachusetts Bay Transportation Authority	MBTA
Massachusetts Department of Environmental Protection	MASSDEP
Massachusetts Department of Transportation	MASSDOT
Merrimack Valley Metropolitan Planning Organization	MVMPO
Merrimack Valley Planning Commission	MVPC
Merrimack Valley Transit (Merrimack Valley Regional Transit Agency)	MeVa (MVRTA)
Metropolitan Area Planning Council	MAPC
Metropolitan Planning Organization; Merrimack Valley Metropolitan Planning Organization	MPO, MVMPO
National Ambient Air Quality Standards	NAAQS
National Highway Freight Network	NHFN
National Highway System	NHS
Northern Middlesex Council of Governments	NMCOG
Nitrogen Oxides	NOx
Priority Development Area	PDA
Public Participation Plan	PPP
Regional Transportation Plan, Metropolitan Transportation Plan	RTP, MTP
Road Safety Audit	RSA
Structurally Deficient (refers to bridge status)	SD
State Transportation Improvement Program	STIP
Surface Transportation Program	STP
Transportation Control Measures	TCM
Transportation Evaluation Criteria	TEC
Transportation Improvement Program	TIP
Unified Planning Work Program	UPWP
Vehicle Miles Traveled	VMT
Volatile Organic Compounds	VOC

Reserved for Comments on Public Draft

Individual	Organization	Date Comment Received	Comment	Response
