



# NEPA MPO UNIFIED PLANNING WORK PROGRAM

Fiscal Year 2024-2025 (July 1, 2024 - June 30, 2025)

**Northeastern Pennsylvania Alliance Metropolitan Planning Organization**  
**January 3, 2024**



## NOTICE UNDER THE AMERICANS WITH DISABILITIES ACT

In accordance with the requirements of title II of the Americans with Disabilities Act of 1990 ("ADA"), the Northeastern Pennsylvania Alliance will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities.

**Employment:** the Northeastern Pennsylvania Alliance does not discriminate on the basis of disability in its hiring or employment practices and complies with all regulations promulgated by the U.S. Equal Employment Opportunity Commission under title I of the ADA.

**Effective Communication:** The Northeastern Pennsylvania Alliance will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities so they can participate equally in the Northeastern Pennsylvania Alliance's programs, services, and activities, including qualified sign language interpreters, documents in Braille, and other ways of making information and communications accessible to people who have speech, hearing, or vision impairments.

**Modifications to Policies and Procedures:** the Northeastern Pennsylvania Alliance will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities. For example, individuals with service animals are welcomed in the Northeastern Pennsylvania Alliance offices, even where pets are generally prohibited.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the Northeastern Pennsylvania Alliance, should contact Kate McMahon, ADA Coordinator, at 570-891-4670 or [kmcmahon@nepa-alliance.org](mailto:kmcmahon@nepa-alliance.org) as soon as possible but no later than 48 hours before the scheduled event.

The ADA does not require the Northeastern Pennsylvania Alliance to take any action that would fundamentally alter the nature of its programs or services, or impose an undue financial or administrative burden.

Complaints that a program, service, or activity of the Northeastern Pennsylvania Alliance is not accessible to persons with disabilities should be directed to Kate McMahon, ADA Coordinator, at 570-891-4670 or [kmcmahon@nepa-alliance.org](mailto:kmcmahon@nepa-alliance.org)

The Northeastern Pennsylvania Alliance will not place a surcharge on a particular individual with a disability or any group of individuals with disabilities to cover the cost of providing auxiliary aids/services or reasonable modifications of policy, such as retrieving items from locations that are open to the public but are not accessible to persons who use wheelchairs.

# **Northeastern Pennsylvania Alliance Grievance Procedure under The Americans with Disabilities Act**

This Grievance Procedure is established to meet the requirements of the Americans with Disabilities Act of 1990 ("ADA"). It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of disability in the provision of services, activities, programs, or benefits by the Northeastern Pennsylvania Alliance. The Northeastern Pennsylvania Alliance's Personnel Policy governs employment-related complaints of disability discrimination.

The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. Alternative means of filing complaints, such as personal interviews or a tape recording of the complaint, will be made available for persons with disabilities upon request.

The complaint should be submitted by the grievant and/or his/her designee as soon as possible but no later than 60 calendar days after the alleged violation to:

**Kate McMahon  
ADA Coordinator  
Northeastern Pennsylvania Alliance  
1151 Oak Street  
Pittston, PA 18640**

Within 15 calendar days after receipt of the complaint, Kate McMahon or her designee will meet with the complainant to discuss the complaint and the possible resolutions. Within 15 calendar days of the meeting, Kate McMahon or her designee will respond in writing, and where appropriate, in a format accessible to the complainant, such as large print, Braille, or audio tape. The response will explain the position of the Northeastern Pennsylvania Alliance and offer options for substantive resolution of the complaint.

If the response by Kate McMahon or her designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within 15 calendar days after receipt of the response to the President and CEO or his designee.

Within 15 calendar days after receipt of the appeal, the President and CEO or his designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the [President and CEO or his designee will respond in writing, and, where appropriate, in a format accessible to the complainant, with a final resolution of the complaint.

All written complaints received by Kate McMahon or her designee, appeals to the President and CEO or his designee, and responses from these two offices will be retained by the Northeastern Pennsylvania Alliance for at least three years.

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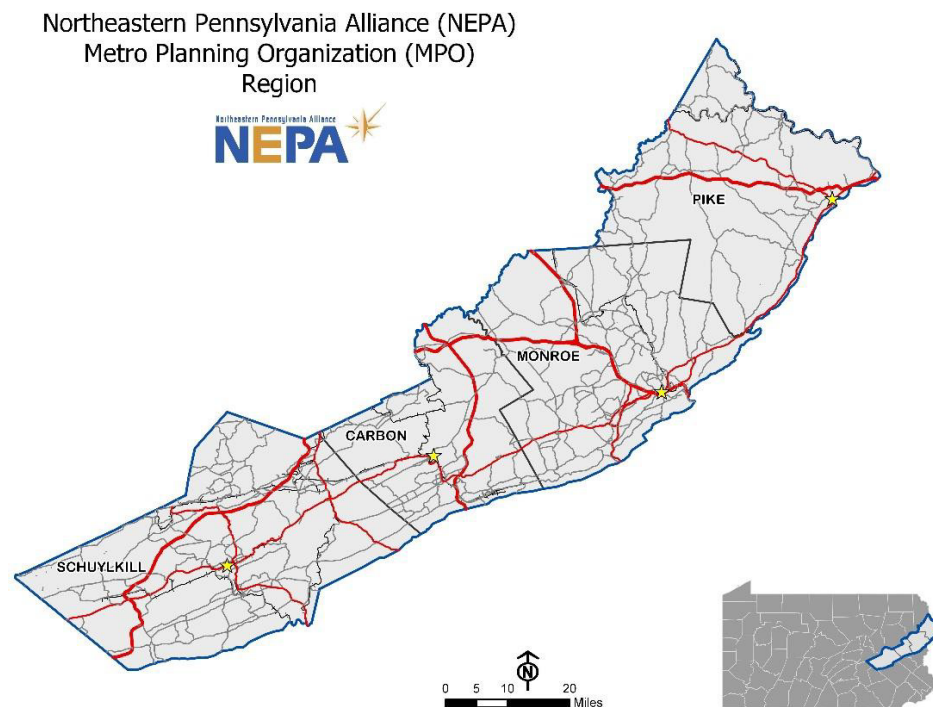
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## **Introduction & Background**

The Northeastern Pennsylvania Alliance (NEPA Alliance) is one of seven sub-state regional agencies designated as a Local Development District (LDD) by the state and federal governments to enhance economic and community development activities in the Commonwealth of Pennsylvania. NEPA Alliance carries out its mission within a seven county region of northeastern Pennsylvania comprised of Carbon, Lackawanna, Luzerne, Monroe, Pike, Schuylkill and Wayne counties. Until March 2013, NEPA Alliance was also designated as a Rural Planning Organization (RPO) and served as the coordinating agency for transportation planning and programming for Carbon, Monroe, Pike, Schuylkill, and Wayne counties. Since 1991, NEPA Alliance has had an annual work program contract with the Pennsylvania Department of Transportation (PennDOT).

With the identification by the 2010 Census of the East Stroudsburg Urbanized Area (UZA) as having a population over 50,000 people, the above RPO counties had to deliberate a transition of the transportation planning region from an RPO to a Metropolitan Planning Organization (MPO). After much discussion and meetings with the RPO Committee, the respective County Boards of Commissioners and the UZA municipalities, four (Carbon, Monroe, Pike and Schuylkill) of the five RPO counties and the Monroe County UZA municipalities committed to continuing a collaborative regional transportation program as an MPO. Wayne County opted to not participate in the transition to an MPO. Formal approval of the Northeastern Pennsylvania Metropolitan Planning Organization (NEPA MPO) designation was provided by a letter from Pennsylvania Secretary of Transportation Barry Schoch to the Federal Highway Administration dated March 27, 2013.



**2020 U.S. Census and the NEPA MPO Designation**

In 2021, the U.S. Census Bureau proposed to drastically change the criteria determining how urban areas are defined. The NEPA MPO strongly opposed the changes, however, they were implemented with the 2020 Census results which dropped the East Stroudsburg Urban Area population to 47,891. Previously, in the 2010 Census, the East Stroudsburg Urbanized Area population was 54,067.

With the urban area population falling under 50,000, there were significant impacts on transportation planning and funding for the NEPA MPO region, as well as other federal programs. Fortunately, PennDOT determined that it will continue to recognize all the designated MPOs that slipped below the 50,000 population threshold in the 2020 Census and FHWA concurred with PennDOT's decision. Federal P.L. funds will also remain intact, which are essential for program operational compliance and MPO administration.

Statutory apportionments to "urban" areas over 50,000 in population are another matter and any of the previous USDOT or new IIJA MPO "urban" funds will no longer be allocated to the NEPA MPO. However, most of these programs are set up in Pennsylvania to have a "rural" funding portion set-aside that the NEPA MPO will receive or be able to apply. In addition, the Federal Transit Administration (FTA) has stated that they will not provide urban funds to transit agencies in urban areas whose populations slipped under 50,000 population. This affects Monroe County Transit Authority (MCTA); however, it is anticipated that their allocation of rural funds will keep them running without any adverse operational or service impacts.

**NEPA MPO Committees' Responsibilities and the Greater NEPA LDD Region**

Over the years, our work program has required that NEPA Alliance convene a transportation planning committee to meet on a regular basis. This committee has now evolved into the NEPA MPO. The NEPA MPO Committees will advise and guide an ongoing transportation planning program in those four counties participating in the NEPA MPO. Additionally, NEPA Alliance will continue to participate as a voting member on the Technical Committee of the Lackawanna-Luzerne MPO. As Wayne County is currently independent of the region's RPO and MPO planning process, efforts will be made through our PennDOT partners and professional peer relationships to remain cognizant of regional transportation issues extending into and out from Wayne County. NEPA Alliance will also continue to provide Transportation Program services to Wayne County under the Local Technical Assistance Program (LTAP) activities. Through the PennDOT Planning Partners network, collaborations and planning continuity will also be pursued with the adjoining Lehigh Valley, Reading, Lebanon and SEDA-COG MPOs, as well as the greater NJ/NY Metropolitan area MPOs.

Issues to be addressed in the MPO transportation program include: the creation of a safe and efficient travel environment for the movement of people and goods; support of transportation projects that promote economic development; support active transportation; lessen the environmental impact of projects and activities; maintain transportation assets; support public transportation; and promote travel and tourism.

## **NEPA MPO Organizational Structure**

On April 16, 2013 the NEPA MPO held its inaugural meeting addressing immediate organizational matters and business actions to meet contractual and programmatic deadlines. By action taken at its business meeting of April 16, 2013, the Northeastern Pennsylvania Rural Transportation Planning Organization (NPRTPO) committee formally adopted a Resolution transitioning its committee functions to that of an MPO.

During the course of the July and August 2013 meetings, the NEPA MPO committee discussed and developed a revised Operational Procedures, Bylaws and Committee Structure. As a result of these discussions, a two-committee structure was approved at the September 17, 2013 meeting creating the NEPA MPO Technical Planning Committee and the NEPA MPO Policy Board. The NEPA MPO Technical Planning Committee consists of 16 members – two representatives from each of the 4 MPO counties, 3 transit representatives, 1 representative from the East Stroudsburg Urbanized Area, 1 NEPA Alliance Board of Directors representative and 3 PennDOT representatives from District 4-0, 5-0 and Central Office. Letters are submitted from the Board of Commissioners, transit providers and PennDOT to formalize term appointments to the NEPA MPO Technical Planning Committee.

The NEPA MPO Policy Board consists of one NEPA Alliance Board of Directors representative from each of the four MPO counties and a representative from PennDOT Central Office. The NEPA Alliance President/CEO and PennDOT District 4-0 and 5-0 representatives are ex-officio members of the Policy Board with voice (non-voting) privileges. Matters for consideration by the Policy Board are limited to contracting matters, major TIP actions and adoption, and policy approvals set forth by recommendation from the NEPA MPO Technical Planning Committee. Term appointments to the NEPA MPO Policy Board are approved by the NEPA Alliance Board of Directors. On October 2, 2013 the Policy Board chairman and vice-chairman were elected, and the Policy Board approved the Operations Procedures at that meeting.

The role of the NEPA Alliance, the NEPA MPO Technical Planning Committee and Policy Board is to promote transportation policies, programs, and projects consistent with the tenets of the Bipartisan Infrastructure Law (BIL)/Infrastructure Investment and Jobs Act (IIJA), and the Clean Air Act Amendments, by moving people and goods in a safe and efficient manner, while preserving environmental integrity and promoting sound economic development. The role of each committee member is to represent the transportation interests and perspective of the governmental entity and/or transportation mode they represent within the broader framework of the region's best interests.

The NEPA MPO convenes subcommittees and steering committees as necessary. These subcommittees and steering committees are typically initiated to guide the development of various plans including the Long Range Transportation Plan, Unified Planning Work Program, Active Transportation Plan and Coordinated Transit-Human Services Plan. Membership on these subcommittees and steering committees includes the county planners from each MPO county, PennDOT district and Central Office staff and state and federal agencies. Additional stakeholders are added as necessary.



**The Regional Long-Range Transportation Plan (LRTP)**

The NEPA MPO Technical Planning Committee and MPO Policy Board, representing the four aforementioned counties, have developed a project specific twenty-five-year plan that is financially constrained and meets air quality standards, which functions as a springboard for recommending projects for inclusion in the region's Transportation Improvement Program (TIP) and the state's Twelve Year Transportation Program (TYP). The Plan serves the following purposes: guides the counties, through advisement of the NEPA MPO Committees, in managing and planning for their future transportation needs by outlining a "vision" of the future transportation picture through a series of goals and strategic directions; addresses how the current Federal planning factors (see below) will guide these planning and programming decision making processes; documents existing and future transportation conditions and demands; addresses Transportation Performance Management (TPM); describes the projects that make up the Plan; outlines a financial plan that describes the proposed source of funding and establishes a time frame for implementation; describes how the Plan will be updated and how new initiatives will be undertaken; and provides for inclusion of public comments and concerns.

The inaugural NEPA MPO Long Range Transportation Plan was adopted by the NEPA MPO in March 2016 and was updated in May 2020 and January 2024. An update of the NEPA MPO Long Range Transportation Plan is due at least every four years, due to the region containing air quality nonattainment and maintenance areas. Currently, Carbon County is in nonattainment under the 2008 8-hour Ozone standard. In addition, transportation conformity is also required in Monroe County due to the February 16, 2018 D.C. Circuit decision in *South Coast Air Quality Management District v. EPA* (case no. 15-1115) and subsequent guidance issued by EPA (EPA-420-B- 18-050). The update of the NEPA MPO LRTP is a major undertaking, requiring the dedication of considerable staff and committee time. During this work program term, the NEPA MPO Committees will be engaged in maintaining the current LRTP Update for the four-county NEPA MPO region.

**The NEPA MPO Transportation Improvement Program (TIP)**

The current BIL/IIJA transportation authorization sets the tone for transportation planning nationally and regionally. Many of the projects comprising the NEPA MPO portion of the draft 2025-2028 Statewide Transportation Improvement Program (STIP), which will be adopted by the State Transportation Commission in August 2024 and approved by FHWA/FTA before October 1, 2024, were generated at a regional/local level. The projects included in the draft 2025 NEPA MPO TIP were identified during the NEPA MPO Long Range Transportation Plan development and are also included in the LRTP. Projects selected to appear on the NEPA MPO TIP document are based on, and reflect those practices which have allowed for the optimum participation of all interested parties (i.e., local government officials, business leaders, community and stakeholders groups and citizens) and are the result of a meaningful public involvement process. This effort produces a candidate list of projects for inclusion on the Commonwealth's Twelve-Year Transportation Program.

Actual development of the TIP is the result of a collaborative effort involving PennDOT District and Central Office staff, the NEPA Alliance staff, NEPA MPO Committees and



the State Transportation Commission, who negotiate the regional priorities. The general public is afforded opportunities to review and comment on this document during development through a public comment period lasting a minimum of thirty days. The development of the TIP involves an update process which is required by federal and state law and is performed every two years in the Commonwealth of Pennsylvania. During this work program term, the NEPA MPO Committees will be engaged in the final development and adoption stages of the 2025-2028 TIP Update for the four-county NEPA MPO region. In addition, the early stages of the development of the 2027-2030 TIP Update, such as the engagement of the Financial Guidance and General and Procedural Guidance Statewide Workgroups, will occur during this work program.

Following the development of the 2023-2026 STIP, The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) issued the Pennsylvania STIP Joint Approval Letter in September 2022. Included in the approval letter was the STIP Federal Planning Finding (FPF). The FPF is a formal action taken by FHWA and FTA to evaluate and ensure that STIPs and TIPs are developed according to Statewide and metropolitan transportation planning processes consistent with 23 U.S.C. 134 and 135, 49 U.S.C. 5303 and 5304, 23 CFR part 450 and 500, and 49 CFR part 613. The FPF is a formal opportunity to highlight what works well and opportunities for improvement in the Statewide or metropolitan transportation planning process. The FPF applies to both PennDOT and Planning Partners and is a required prerequisite to FHWA's and FTA's joint approval of the STIP.

The 2023-2026 STIP FPF highlighted three areas for Planning Partners to address: MPO/RPO LRTP Development Process; MPO/RPO Compliance with FTA Title VI Requirements; and Annual Listing of Obligated Projects for Transit. The NEPA MPO continues to work to address these recommendations as part of the 2025 UPWP.

### **Additional NEPA MPO Plans and Documents**

In addition to the Long Range Transportation Plan and Transportation Improvement Program, the NEPA MPO develops and maintains several other required plans including a Coordinated Transit-Human Services Transportation Plan, a Public Participation Plan, Limited English Proficiency Plan and Title VI Plan. The below table shows additional plans and documents implemented by the NEPA MPO as well as the date they were adopted and the timeline for update.

Plan Name	Current Plan Adoption Date	Next Update Effective Date
Long Range Transportation Plan	January 2024	January 2028
Transportation Improvement Program	June 21, 2022	June 2024
Unified Planning Work Program	January 2024	January 2025
Public Participation Plan	November 18, 2015	Spring 2024
Environmental Justice Benefits and Burdens Analysis	January 2024	June 2024
Title VI Plan	November 18, 2015	Spring 2024
Limited English Proficiency Plan	November 18, 2015	Spring 2024

Plan Name	Current Plan Adoption Date	Next Update Effective Date
Active Transportation Plan	N/A	Fall 2024
Coordinated Transit Plan	November 2, 2016	Fall 2025
MPO Strategic Plan	June 17, 2019	Fall 2025
LTAP Annual Report	October 31, 2023	October 31, 2024
Annual List of Federally Obligated Projects	December 2023	December 2024
Functional Classification Review	Underway	2028

### **Infrastructure Investment and Jobs Act (IIJA)/ Bipartisan Infrastructure Law (BIL) and Federal Planning Factors**

The current Federal Transportation Bill, which is known as the Infrastructure Investment and Jobs Act (IIJA)/ Bipartisan Infrastructure Law (BIL), was signed into law by the President on November 15, 2021 and provides a long-term (5 year) funding authorization replacing its predecessor bill, the Fixing America’s Surface Transportation (FAST) Act. The FAST Act refined and built upon the prior four landmark bills that brought surface transportation into the 21st century—the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA), the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21), the Safe, Accountable, Flexible, and Efficient Transportation Equity Act of 2005 (SAFETEA-LU) and the Moving Ahead for Progress in the 21<sup>st</sup> Century Act or “MAP-21.”. ISTEA, TEA-21, SAFETEA-LU and MAP 21 shaped the highway program to meet the nation’s changing transportation needs. The IIJA/BIL builds on this firm foundation, supplying the funds and refining the programmatic and funding framework for investments needed to maintain and grow vital transportation infrastructure within a performance measure framework.

The FAST Act identified federal planning factors to be considered as part of the metropolitan planning process. These planning factors are continued in the IIJA/BIL.

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.

The Transportation Unified Planning Work Program (UPWP) describes the transportation-related work activities that NEPA Alliance and the NEPA MPO Committees will perform during the next state fiscal year for our four county metropolitan planning area. The UPWP has been developed into the following six tasks:

Task I: Land Use/Transportation Linkages, Economic Development, PennDOT Connects and Program Coordination

Task II: Program Administration, Public Involvement and Outreach

Task III: Long Range Transportation Plan, Transportation Improvement Program and Other Plans/Programs

Task IV: Planning Techniques and Data Collection, Review and Analysis

Task V: Local Technical Assistance Program

Task VI: Increasing Safe and Accessible Transportation Options

The following chart identifies which IJJA/BIL Planning Factors will be addressed by each task within the UPWP. The degree of consideration and analysis of the Planning Factors is based on the scale and complexity of many issues, including transportation system development, land use, employment, economic development, human and natural environment and housing and community development.

IIJA/BIL Planning Factors	UPWP Planning Tasks					
	Task I	Task II	Task III	Task IV	Task V	Task VI
Support the economic vitality of the region, especially by enabling global competitiveness, productivity, and efficiency.	X	X	X	X		X
Increase the safety of the transportation system for motorized and non-motorized users.	X	X	X	X	X	X
Increase the security of the transportation system for motorized and non-motorized users.	X	X	X	X		X
Increase the accessibility and mobility options available for people and for freight.	X	X	X	X	X	X
Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns.	X	X	X	X	X	X
Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.	X	X	X	X	X	X
Promote efficient transportation system management and operations.	X	X	X	X	X	X
Emphasize the preservation of the existing transportation system.	X	X	X	X	X	X
Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.	X	X	X	X	X	X
Enhance travel and tourism.	X	X	X	X		X

### **Transportation Unified Planning Work Program Development Process**

In consultation with the NEPA MPO UPWP Subcommittee, NEPA Alliance prepares a work program of activities and budget based on the allotted funding in accordance with the PennDOT and FHWA planning priorities.

The members of the UPWP Subcommittee are:

David Alas, PennDOT Central Office  
Gary Martinaitis, Schuylkill Transit System  
Marie Bishop, PennDOT District 4-0  
David Bodnar, Carbon County Planning  
Brendan Cotter, CCCT/LANTA  
Steve Fisher, PennDOT District 4-0

Scott Vottero, PennDOT District 5-0  
Christine Meinhart-Fritz, Monroe County Planning  
Mike Mrozinski, Pike County Planning  
Gene Porochniak, Federal Highway Administration  
Rich Schlameuss, Monroe County Transportation Authority  
Susan Smith, Schuylkill County Planning

### **2024-2025 Unified Planning Work Program (UPWP) Development Process**

For the 2024-2025 Program Year, PennDOT decided that all MPOs and RPOs will be required to develop a one-year 2024-2025 UPWP to incorporate program activities and goals cited in the current BIL/IIJA Transportation Reauthorization Bill. This decision, which was supported by FHWA, will be an opportunity to break the UPWP development task off the same two-year TIP update schedule and thereafter will be back on a two-year UPWP cycle, with the development of the 2025-2027 UPWP to occur in the summer and fall of 2024.

The NEPA 2024-2025 UPWP was developed in consultation with the UPWP Subcommittee. A UPWP Subcommittee meeting was held on August 15, 2023. Activity status of the current UPWP were discussed and reviewed with the subcommittee members and comments from the subcommittee were incorporated. On October 25, 2023, a complete draft was provided to the MPO Technical Committee for review and final comments. An endorsement by the MPO Technical Planning Committee to submit the final draft of the UPWP to PennDOT Central Office and FHWA for agency review was approved by email ballot on November 3, 2023.

PennDOT Central Office, FHWA and FTA reviewed the document and provided comments on the draft UPWP. The comments were considered and/or incorporated in the final UPWP document in December 2023. The NEPA MPO Technical Committee approved the 2024-2025 UPWP on December 19, 2023 and recommended it for approval by the NEPA MPO Policy Board. The Policy Board approved the 2024-2025 UPWP at the January 3, 2024 business meeting and was subsequently submitted to PennDOT and then FHWA for final approval.

In accordance with guidance received from PennDOT on October 10, 2023 for the development of the NEPA MPO FYs 2024-2025 UPWP, NEPA Alliance has incorporated the primary planning and programming activities and has also included additional initiatives into the scope of the proposed Work Program. These additional, more specific initiatives were developed in consultation with a NEPA MPO UPWP subcommittee tasked to review the Statewide Guidance Document and provide input concerning regional and localized needs of the NEPA MPO. Although the proposed scope of activities is ambitious, it includes important special activities within the Work Program, being cognizant of the critical transportation programming and planning issues arising at the Federal, State and local levels.

NEPA Alliance also recognizes the value and importance of several other developing Federal, USDOT, FHWA, and Commonwealth policy-driven initiatives underway and wishes to further participate in these activities as well. With respect to the funding available

for the 2024-2025 program year, NEPA Alliance will primarily utilize its funding to sustain our staff capacity to address these issues.

The UPWP includes a list of deliverables under each work task. Although many of these deliverables will be completed by NEPA staff, other key stakeholders will participate in the completion of these deliverables. A key to identify these participants is below.

<b><u>Participants</u></b>	<b><u>Key:</u></b>
NEPA Staff	<b>NEPA</b>
County Officials	<b>Counties</b>
Local Officials	<b>Locals</b>
PennDOT District Staff	<b>Districts</b>
Transit Providers/Operators	<b>Transit</b>
Other Agencies (including FHWA/FTA, NPS, DOI, BLM, DCNR and PA Turnpike)	<b>Transportation Agencies</b>
Consultant	<b>Consultant</b>
PennDOT Central Office Staff	<b>Central Office</b>
MPO Committees	<b>MPO</b>
Project Sponsors	<b>Project Sponsors</b>

## **2022-2024 Unified Planning Work Program Accomplishments**

A number of key priority tasks were completed by the NEPA MPO during the previous Work Program.

- ✓ 2023-2026 Transportation Improvement Program
- ✓ 2050 Long Range Transportation Plan
- ✓ Public Participation Plan, Title VI and Limited English Proficiency Plan Updates
- ✓ Highway Performance Monitoring System Data Collection- 2022 and 2023
- ✓ Annual List of Obligated Projects- 2022 and 2023
- ✓ Functional Classification Review
- ✓ LTAP Program Courses- 2022 and 2023
- ✓ Roadway Safety Reviews
- ✓ Preparation of 2024-2025 UPWP
- ✓ Eastern Pennsylvania Freight Study

## **2024-2025 Unified Planning Work Program Priority Activities – July 1, 2024 thru June 30, 2025:**

Over the next year, the NEPA Alliance and NEPA MPO committees will undertake a number of priority projects and activities as identified by PennDOT, the NEPA MPO members and the MPO counties. The UPWP priority activities are presented in summary form for the work program year.

- a) 2025-2028 Transportation Improvement Program – The activity includes the final approval actions as well as provision of regular administrative actions and processing of TIP amendments necessary during the implementation of the 2025-2028 TIP to be effective October 1, 2024. Task completion of TIP adoption activities expected by Fall 2024. Administrative actions and amendments will



continue through the course of the term of the work program.

- b) 2027-2030 Transportation Improvement Program Development – The NEPA Alliance will begin the development of the 2027-2030 TIP Update including participation in the Financial Guidance Work Group and Procedural Guidance Work Group, the preparation of the NEPA MPO TIP development schedule and statewide TYP comment solicitation. The review of project phase status with PennDOT Districts 4-0 and 5-0, solicitation and evaluation of Air Quality eligible projects, preparation of full draft TIP documents and a 2026 public comment period will continue into the term of the 2025-2027 UPWP.
- c) PennDOT Connects Initiative – PennDOT will continue the PennDOT Connects effort to improve the project planning processes and increase local involvement in projects. During the 2024-2025 UPWP, the NEPA Alliance will continue to carry out PennDOT Connects activities including project initiation forms, scoping field views, incorporation of the PennDOT Connects processes during the LRTP development, PennDOT Connects outreach and training to municipalities at the direction of PennDOT Central Office and other related statewide initiatives. Task completion is ongoing.
- d) Annual Highway Performance Monitoring System (HPMS) Data Collection – Beginning in fiscal year 2019, the NEPA Alliance has been given responsibility for the annual collection of data for the Highway Performance Monitoring System (HPMS). The collection involves fieldwork at over 90 locations identified by PennDOT Central Office. Task completion by December 2024.
- e) Rt. 611 Corridor Expanded Traffic Study (Supplemental Planning Funds Request and other funding sources) – The NEPA Alliance will work with the Monroe County Planning Department staff and District 5-0 to initiate an expanded traffic study of the Rt. 611 corridor in Monroe County. The study will take into consideration the first two phases of the Interstate 80 widening project once a design alternative is selected. The intent is to identify cumulative development impacts on the Rt 611 highway corridor and adjoining local roads network that will identify prioritized future interstate and local highway improvement projects within the corridor. Task completion is dependent upon design selection timeline and availability of funding from PennDOT Supplemental Planning and other sources.
- f) Cressona Borough Congestion Mitigation and Safety Improvement Study (PennDOT Connects Planning Funds Request) – The NEPA Alliance will work with the Schuylkill County Planning Department staff to initiate a study of State Route 183 in Cressona Borough. The intent is to identify potential projects to improve safety and decrease congestion through the borough.
- g) ADA Ramp Assessment Inventory – As part of the assessment and inventory of local transportation assets, the NEPA Alliance will continue with cataloging an inventory of ADA ramps in the NEPA MPO region, particularly in boroughs, villages and urban clusters. Task completion by Fall 2024.
- h) Wetland Mitigation Planning – The NEPA Alliance will work with PennDOT,



- FHWA and DEP to create an inventory of wetlands to be the basis for a regional wetland bank that will assist with efforts to address suitable locations for consideration in wetland mitigation. Partnerships will be pursued with local Land Trusts and the William Penn Foundation for expertise and funding. Task completion by Spring 2025.
- i) Coordinated Transit-Human Services Transportation Plan Update – The NEPA Alliance will convene the Transit Subcommittee to begin and update of the NEPA MPO’s Coordinated Public Transit/Human Services Plan as well as other specialized transportation services targeted to assist marginalized populations. Task completion by Fall 2025, which will extend into the 2025-2027 UPWP.
  - j) Roadway Safety Reviews – The NEPA Alliance will continue to conduct road safety reviews in collaboration/consultation with PennDOT Districts 4-0 and 5-0 and FHWA that will involve field views of high crash locations, pedestrian, bicycle and vehicular conflicts with vulnerable road users and assist in the development of potential solutions through Road Safety Reviews Studies and identify funding sources to address the identified safety concerns. Task completion by Spring 2025.
  - k) NEPA MPO Active Transportation Plan – NEPA Alliance staff has initiated the development of an Active Transportation Plan under the 2022-2024 UPWP. Completion of the Active Transportation Plan is expected in Fall 2024.
  - l) Annual List of Obligated Projects – NEPA Alliance staff will complete the required annual list of highway, bridge and transit projects utilizing federal funds and post it to the NEPA website. Task completion by December 2024.
  - m) Local Technical Assistance Program – NEPA will administer an annual LTAP training program of at least 12 LTAP classes and on-site field assessments customized to the surveyed needs of the NEPA Alliance region. Activities will include a comprehensive program outreach campaign and the preparation of annual reports fully documenting program year participation, outcomes and recommendations to PennDOT program managers. Task Completion by June 30, 2025.
  - n) Development of the 2025-2027 Two-Year UPWP – Initiate UPWP development process beginning with NEPA staff participation in the PennDOT UPWP Workgroup and engagement of the NEPA MPO UPWP Subcommittee in the Summer of 2024. Review of current UPWP activities status and identification of regional planning needs. Preparation of draft UPWP for State and Federal agency review and approvals by January 2025.

**Northeastern Pennsylvania Alliance  
Metropolitan Planning Organization  
2024-2025 Transportation Unified Planning Work Program**

**ACTIONS & PROCEDURES**

**I. Land Use/Transportation Linkages, Economic Development, PennDOT Connects and Program Coordination**

**Estimated Total Cost:** \$ 80,000 – FY 2024-2025

Task I	Total Budget	Federal PL	State MLF	FHWA Local Match	FTA	FTA Local Match
	\$80,000	\$38,400	\$4,959	\$4,641	\$25,600	\$6,400

***Land Use/Transportation Linkages, Economic Development***

- A. Monitor major land use planning activities in the NEPA MPO region’s planning process for coordination opportunities with respective Comprehensive Planning, Long Range Transportation Plan (LRTP) and related Freight Planning activities. Identify projects that will have potentially significant impacts on land use and the region’s transportation network.
- B. Provide input to PennDOT with any training and planning activities targeted to county and local governments, conservation districts and community stakeholders; examples include Smart Growth, Complete Streets, implementation tools, PennDOT One Map, functional classification, HPMS, PennDOT Connects forms, access management, transit-oriented development, healthy communities, compliance with the Americans with Disabilities Act (ADA), connectivity, Highway Occupancy, interchange area development, transportation impact fees and energy savings.
- C. Support the Department, where appropriate, with implementation and information sharing for the Pennsylvania State Plan for the National Electric Vehicle Infrastructure (NEVI) formula program. Programming of selected NEVI projects will occur at the statewide level as a grouped project and will not be required to be added to the fiscally constrained regional TIPs; however, the locations of projects in the NEPA region will be incorporated and displayed in TIP documentation.
- D. Partner with PennDOT, local transit and mobility providers to advance opportunities to manage travel demand by supporting a broad range of commuting alternatives to single occupancy vehicle (SOV) travel.
- E. Work to support the improvement of National Highway Freight System intermodal

- freight connections and National Highway Freight Network linkages in the NEPA MPO region. Enhance the visibility and effectiveness of freight planning in the NEPA MPO region through the LRTP, regional freight plans, truck parking initiatives, freight advisory committees and development of regional freight inventories.
- F. Participate in livability, sustainability and resiliency planning strategies to tie the quality and location of transportation facilities and services to broader opportunities such as access to employment opportunities, affordable housing, quality schools, safe streets, economic development, social/transportation equity and environment conservation. Utilize PennDOT's Extreme Weather Vulnerability Assessment to incorporate flooding resiliency into TIP projects; reduce or mitigate stormwater impacts of surface transportation; mitigation of wetland impacts and inventory review, enhance County Hazard Mitigation Planning; and improve emergency preparedness.
  - G. Participate as applicable in PennDOT required Transportation Impact Studies (TISs) and Highway Occupancy Permits (HOPs) to monitor the coordination of planned development with sound land use/transportation linkages/economic development, and that all transportation modes have been adequately considered.
  - H. Support intergovernmental planning processes for multi-municipal, corridor-focused land-use/transportation assessments for targeted geographic areas impacted by population growth or decline, shifts in human and economic resources, and other regional trends identified in regional Long Range Plans and should precede the identification of specific TIP projects. Conduct planning activities in collaboration with County, local and PennDOT District stakeholders consistent with available program resources, PennDOT and MPO planning tools. Planning activities shall also be consistent with county, and to the greatest extent possible, municipal comprehensive plans. Planning activities should lead to better consideration of land-use priorities and transportation network operations in the selection and prioritization of highway, bridge, transit and multi-modal projects.
  - I. Work with PennDOT and regional/county economic development staff, where appropriate, to become familiar with high profile projects, either ongoing or planned, and provide technical assistance as possible.
  - J. Work with PennDOT and appropriate private sector entities to promote public/private partnerships (P3s) and incentive/innovative financing opportunities in support of transportation related improvements and economic development.
  - K. In coordination with FHWA, FTA, and PennDOT, integrate Planning and Environmental Linkages (PEL) as part of the transportation and planning and environmental review processes. The use of PEL is a collaborative and integrated approach to transportation decision making that considers environmental, community, and economic goals early in the transportation planning process, and

uses the information, analysis, and products developed during planning to inform the environmental review process. PEL leads to interagency relationship building among planning, resource, and regulatory agencies in the early stages of planning to inform and improve project delivery timeframes, including minimizing duplication and creating one cohesive flow of information. This results in transportation programs and projects that serve the community's transportation needs more effectively while avoiding and minimizing the impacts on human and natural resources.

### ***PennDOT Connects***

- L. Utilize the Project Development PennDOT Connects/Local Government Collaboration meetings to initiate all new projects being considered for inclusion in the Long Range Transportation Plan (LRTP) updates and the TIP/Twelve Year Program (TYP). Document the region's new projects on the PennDOT Connects Project Initiation Screening forms in cooperation with PennDOT Districts and local project stakeholders.
- M. Incorporate PennDOT Connects project screening form information into the Long Range Transportation Plan and the TIP/Twelve Year Program (TYP) development and update process.
- N. Identify environmental concerns, issues, and potential mitigation activities and potential areas to carry out these activities early in the planning process through the PennDOT Connects process.
- O. Participate in project scopings, field views, preconstruction conferences and outreach initiatives with District personnel, Transit Operators, local officials and other stakeholders to identify project impacts, opportunities for coordination, and streamline project delivery. Document the process used for the PennDOT Connects Initiative.

### ***Program Coordination***

- P. Assist PennDOT in implementing the Program Development and Project Delivery Process to ensure that all projects are advancing, completed on time, and within budget.
- Q. Continue to identify and implement innovative financing mechanisms for major capital projects. Promote the Pennsylvania Infrastructure Bank (PIB) as a tool for financing transportation projects, including local roads and bridges, and community reinvestment projects. Work with the Department to identify and support sustainable sources of revenue.
- R. Address the requirements for Disadvantaged Business Enterprises (DBE) as part of NEPA's contracting practices. Utilize the Pennsylvania Unified Certification

Program (PA UCP) website at [www.paucp.com](http://www.paucp.com) for a list of certified DBEs.

- S. Participate in equal opportunity, non-discrimination and DBE trainings offered by PennDOT, FHWA and FTA. Work with the PennDOT Bureau of Equal Opportunity and Program Center to provide the NEPA MPO or joint planning partners DBE training on site. Extend PennDOT DBE training to transit providers and airport operators as it includes all aspects of 49 CFR Part 26 and is also fully consistent with DBE procedures for FTA grantees.
- T. Participate in training for the Commonwealth's Small Business Procurement Initiative (SBPI) and the Small Diverse Business Program (SDB - formerly the Disadvantaged Business Program). The purpose of the SBPI is to increase opportunities for small businesses to compete for award of commonwealth contracts as prime contractors.
- U. Prepare and/or participate in project needs studies for transportation projects as identified by PennDOT and the NEPA MPO Committee. Work with PennDOT and the environmental resource agencies to gain acceptance for the completion of needs studies as part of the planning process.
- V. Continue to document the process of coordinating changes to the TIP and LRTP to ensure fiscal constraint, to strengthen the linkage between planning and programming, and to expedite the project delivery process.
- W. Continue to support, in conjunction with PennDOT, other Federal and State agencies and elected officials, non-traditional projects such as restoration of inter-city rail service and drone technology applications identified by NEPA Alliance and PennDOT.
- X. Collaborate with adjoining state agencies, MPOs and other partners to address cross-jurisdictional transportation issues and projects.
- Y. Work with PennDOT, FHWA, and FTA to implement provisions of the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL), in cooperation with, and with guidance provided by FHWA, FTA and PennDOT.
- Z. Assist PennDOT and Pa Department of Community and Economic Development (DCED) with program development and delivery activities associated with projects under the Multimodal Transportation Fund Program, Green Light Go, Automated Red Light Enforcement, the Transportation Alternatives Set Aside Program and federal competitive funding programs, and provide technical support to project sponsors with overcoming program hurdles, including matters associated with project development, matching funds and project cost overruns.

Deliverables:

- Development of Cressona Borough Congestion Mitigation and Safety Improvement Study. **NEPA (lead), MPO, Districts, Locals, (Consultant, if funded)**
- Development of a Wetland Mitigation Planning Inventory Bank by Spring 2025. **NEPA (lead), Districts, Central Office, Transportation Agencies, Locals, Project Sponsors**
- Complete PennDOT Connects Project Initiation Forms for new projects added to the LRTP, 2025-2028 Transportation Improvement Program and significant PennDOT maintenance division projects. **NEPA, Districts (lead), Counties, Locals, Transit, Transportation Agencies**

## **II. Program Administration, Public Involvement and Outreach**

**Estimated Total Cost:** \$ 290,000 – FY 2024-2025

<b>Task II</b>	<b>Total Budget</b>	<b>Federal PL</b>	<b>State MLF</b>	<b>FHWA Local Match</b>	<b>FTA</b>	<b>FTA Local Match</b>
	\$290,000	\$209,600	\$27,070	\$25,330	\$22,400	\$5,600

### ***Program Administration***

- Adopt the FY 2025-2027 UPWP by January 31, 2025 and submit all documents required for contract execution by March 14, 2025, including exhibits and authorizing signature resolutions.
- Identification of carryover/ongoing supplemental planning tasks as candidates for continuation in the next UPWP.
- Provide separate budget tables for each program year of the 2025-2027 UPWP document as part of the two-year agreement. Identify specific work program tasks in the appropriate fiscal year.
- Submit quarterly progress reports and invoices to PennDOT no later than 30 days following the end of the reporting period.
- Work with PennDOT, and if necessary FHWA to implement the OMB Super Circular, 2 CFR Part 200 requirements for monitoring contractors and sub-recipients, allowable costs, Indirect Cost Allocation Plans (ICAP), etc.
- Ensure FHWA/FTA have the opportunity to review and approve any proposed federally funded amendments to an approved work program before being presented to the MPO/RPO Technical Committees/Boards/Coordinating Committees for consideration for approval. Generally, any significant change in the scope or budget for an existing work program task, or the addition of a new work program task, will

- require review and approval by FHWA/FTA before consideration by MPO/RPO committees for approval. FHWA/FTA will be afforded at least 15 days for the opportunity to review and provide approval.
- G. Convene, facilitate and lead regularly scheduled meetings of the NEPA MPO Committees, providing current and emerging policy materials, and professional guidance relative to the region's surface transportation needs. Regularly monitor and report the progress of projects and programs incorporated within the 2025-2028 TIP. Review and submit all proposed TIP amendments and administrative actions in consultation with the NEPA MPO Committees for consideration and approval.
  - H. Prepare meeting notices and provide supporting topical materials to NEPA MPO Committee members not less than five working days prior to meetings and distribute the meeting minutes within 30 working days after the meetings. Whenever possible, use electronic distribution of materials to NEPA MPO membership/meeting attendees. MPO meeting information will be included as part of MPO website updates. In addition to current and future meeting dates, this information will include materials such as agendas, meeting minutes, and meeting packets. Implement the use of video/tele-conferencing for meeting participation and collaboration for the sake of efficiency and cost savings.

#### ***Public Involvement and Outreach***

- I. Continue to collaborate with the State Transportation Commission (STC) in the Modernized Twelve Year Program (TYP) Public Outreach Campaign. Continue to work with the STC and Department to garner input by encouraging citizens to take the online survey through various methods including meetings, mass email communications, social media, etc. Data and comments collected through the TYP Public Outreach Campaign will also be considered for inclusion in NEPA's regional plans, available via the STC website at: [www.TalkPATransportation.com](http://www.TalkPATransportation.com).
- J. Review and evaluate the effectiveness of the procedures and strategies contained in the Public Participation Plan. Maintain the implementation of the Title VI/Non-discrimination Plan with updates and changes as they are released.
- K. Continuously monitor and evaluate procedures used for collecting statistical data (race, sex, national origin/limited English, age, disability, income, etc.) of participants in, and beneficiaries of, transportation programs by tracking participation in public meetings and reviewing new regional census data. Data should be current and accurate. Specifically, Title VI data collection and analysis should be performed separately from EJ analysis. Title VI data should be applied solely on the basis of race, color, and national origin. Revisions should be reflected in the Benefits and Burdens Analysis.
- L. To meet the spirit and intent of Title VI, continue to facilitate opportunities for all



- populations to participate in the planning and programming process, including minority, non-English speaking and Limited English Proficiency (LEP), low-income, and disabled individuals. As appropriate, develop communication materials to enhance participation of these groups. As needed, procure LEP services within the confines of the UPWP agreement and state procurement guidelines.
- M. Continue to expand and improve Environmental Justice (EJ) outreach activities to ensure that all stakeholders and citizens can become involved in the region's planning and programming process. Social media outlets will also be utilized, recognizing the growing use of internet based communications as a primary source of information within communities, particularly as an avenue for contacting and notifying impacted groups.
  - N. Maintain Title VI Non-Discrimination Plan to meet requirements by the Federal Transit Administration (FTA) as outlined in the Code of Federal Regulations (CFR) 49 CFR Part 21 (Nondiscrimination In Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964) and the Federal Transit Administration (FTA) Circular 4702.1B (Title VI Requirements and Guidelines for Federal Transit Administration Recipients) and submit to PennDOT. Participate in Title VI compliance reviews as necessary.
  - O. Designate and specifically identify a staff person as a point of contact for coordinating the efforts and compliance with the Americans with Disabilities Act (ADA). The identified contact's information must be made available on the NEPA MPO website, public meeting notices/accommodation, request advertisements, public employment notices, complaint procedures, transportation plans and other public documents.
  - P. Consult with federally-recognized Tribes and Nations that have regions of interest in Pennsylvania to provide opportunities for review and comment on key planning documents such as the TIP, LRTP and PPP.
  - Q. Work to address Justice40 as an opportunity to address gaps in transportation infrastructure and public services by working toward the goal of at least 40% of the benefits from covered programs flowing to disadvantaged communities.
  - R. Integrate Cultural Resources into the MPO/RPO planning process with coordination through, and information from FHWA and the PennDOT Environmental Policy and Development Division (Bureau of Design and Delivery).
  - S. Monitor and evaluate procedures used for collecting statistical data (race, sex, national origin/limited English proficiency, age, disability, income, etc.) of participants and beneficiaries of transportation programs by tracking participation in public meetings and reviewing 2020 regional census data when available. Incorporate current data and any necessary revisions in the Environmental Justice Benefits and Burdens Analysis.

- T. Continue to develop, expand, update and maintain NEPA Alliance’s website and GIS Transportation HUB site to share the NEPA MPO’s current planning and programming information and the tenets and requirements of current Federal Legislation with the public and Tribal governments. Provide space on the NEPA Alliance website for PennDOT to share statewide documents (STIP, SLRTP, etc.) with the public for review and comments. Utilize social media options whenever appropriate.
- U. When appropriate or where reasonable NEPA MPO capacity exists, assist PennDOT with outreach to county and local governments and other planning partners to plan transportation projects and maintain a multimodal network.

Deliverables:

- Meeting notices, memos, email updates, meeting agendas and attachments for regular NEPA MPO Committee meetings, scheduled monthly and held at least bi-monthly and open to the public. **NEPA (lead), Districts, Central Office**
- Public Notices and Public Participation outreach efforts and full documentation of record keeping and filing of proof of publications. **NEPA**
- Quarterly progress reports and invoices. **NEPA, Central Office**
- Press releases and alerts to regional media stakeholders including publications targeting minority populations in the region. **NEPA**
- Updated information on the transportation planning process and the Transportation Improvement Program (TIP) made available through various media outlets and the NEPA Alliance monthly e-newsletter, periodic *NEPA Interchanges* e-newsletter and the NEPA Alliance Transportation Program website and social media platforms. **NEPA**
- Quarterly Reporting of DBE contract activity to Central Office. **NEPA**
- Development and submission of 2025-2027 UPWP to PennDOT and FHWA for approval. **NEPA (lead), MPO, Central Office, FHWA**

**III. Long Range Transportation Plan, Transportation Improvement Program and Other Plans/Programs**

**Estimated Total Cost:** \$ 220,000 – FY 2024-2025

Task III	Total Budget	Federal PL	State MLF	FHWA Local Match	FTA	FTA Local Match
	\$192,000	\$153,600	\$19,383	\$18,562	\$22,400	\$5,600

***Long Range Transportation Plan***

- A. Maintain the NEPA MPO LRTP and ensure continued compliance with current federal transportation legislation (23 CFR 450.324) and consistency with Highway and Transit financial guidance. The regional LRTP project listing reflects a prioritization/staging of all major capital projects with emphasis on preservation

- and operational efficiency of the infrastructure for all major transportation modes to ensure consistency between the LRTP, comprehensive plans, TIP, Transportation Performance Management (TPM), Performance Based Planning and Programming (PBPP), Air Quality Conformity considerations, and PennDOT's asset management plans and tools.
- B. Seek opportunities with PennDOT, FHWA, FTA, DOI, NPS and BLM to further coordinate funding programs and future transportation needs within and access to the Delaware Water Gap National Recreation Area and Cherry Valley National Wildlife Refuge.
  - C. Coordinate with PennDOT, FHWA and FTA on the development of transportation performance measure target settings and reporting for both the LRTP and the TIP.
  - D. As part of the Transportation Systems Management and Operations Initiative (TSMO), continue to assess the need and appropriateness of traffic operations and Intelligent Transportation Systems (ITS) elements through the Long Range Transportation Plan and the Transportation Improvement Program. Support as possible, the implementation of ITS projects included in the ITS Strategic Plan and Regional Operations Plan consistent with PennDOT's TSMO and Traffic Operations Policies and Guidelines. Participate in the review of current plans for possible updating.
  - E. As part of the LRTP and TIP Process, conduct an Environmental Justice analysis incorporating PennDOT's asset management data and the Core Elements approach to evaluate the effects of projects on low-income and minority populations. The MPO may use EJ asset condition data for future TIPs and any updates to the LRTP.
  - F. Utilize the PennDOT Connects meetings to initiate all new projects being considered for inclusion in the update of the LRTP and the TIP/Twelve Year Plan (TYP) Program.

### ***Transportation Improvement Plan (TIP)***

- G. Initiate the development of the 2027-2030 TIP Update including participation in PennDOT Financial Guidance and Procedural Guidance work groups. NEPA will participate in NEPA MPO TIP development meetings, review project phase status with PennDOT Districts 4-0 and 5-0, and solicit, evaluate and prioritize Air Quality eligible projects. The NEPA MPO TIP/STIP will include detailed information in the project description/narrative fields of the Public Report version. Each TIP/STIP project or project phase shall contain descriptive material to identify the type of work/improvement, terminus, length, location, scope of work, funding source, and project sponsor. In addition, for projects programmed with federal earmark funds, the source of the funding will be included.
- H. Work jointly with the Monroe County Transportation Authority, Schuylkill

Transportation System, Lehigh and Northampton Transit Authority (Carbon County routes) and PennDOT to begin the preparation of the 2027-2030 Transit TIP Update and any amendments to the current TIP in a manner consistent with the requirements of current Federal legislation and the Clean Air Act Amendments (CAAA). The TIPs will be administered regarding TIP amendments or modifications in accordance with standing agreements, and project additions/deletions will be addressed via the appropriate NEPA MPO actions. This process will include the efforts to support the transit providers toward compliance with the Federal Transit Administration requirements regarding Financial Capacity and Competitive Contracting and Environmental Justice activities.

- I. Prepare final draft 2025-2028 TIP documents, including all checklist support documentation for submission to PennDOT Central Office. Support PennDOT with any final approval actions necessary for submission to US DOT.
- J. Monitor and advance, in conjunction with PennDOT, non-traditional projects. Typically, non-traditional projects are those administered through the TIP for which funding is provided outside of fiscal constraint provided in Financial Guidance. Examples include grant funding (federal, state or local funds used as match to federal or state funds), Appalachian Regional Commission (ARC) Local Access Projects, Congressional member supported projects (earmarks), competitive discretionary awards, etc., which are identified by the NEPA MPO, PennDOT and Transit Providers, and programmed on the TIP. NEPA will take an active role in status/coordination with project sponsors to help ensure that the projects are advancing, completed on time, and are within budget.
- K. Modify/Amend the 2025-2028 TIP as necessary, per the regional TIP MOU. Submit required eSTIP information to Central Office and FHWA/FTA as necessary.
- L. In cooperation with PennDOT and the transit operators, provide Annual Obligation Reports for TIP Highway and Transit Projects for posting on the NEPA MPO website, as required by federal regulation (23 CFR §450.334) by December 29, 2024.

### ***Other Plans and Programs***

- M. Work with PennDOT, FHWA, and FTA to implement current federal legislation provisions including performance measures and targets; freight provisions; accelerate project delivery/environmental streamlining; and Transportation Alternatives Set Aside Program.
- N. Strategically direct transportation investments in the interest of overall system performance with consideration to how modes work and integrate as a system, where they disconnect, as well as how the multiple organizations responsible for the system can better collaborate in its planning, improvement, operations, and

- maintenance. Coordinate with neighboring states, National Park Service, Federal Lands Management and adjoining MPOs to ensure connectivity where appropriate.
- O. Where appropriate, work with PennDOT and the Department of Environmental Protection (DEP) to monitor and evaluate greenhouse gas emissions in the MPO region, and assist in implementing Pennsylvania's Climate Change Action Plan.
  - P. Include the Environmental Protection Agency's (EPAs) emissions model Motor Vehicle Emissions Simulator (MOVES) into the transportation conformity process for LRTP and TIP updates and otherwise as requested, and participate in training opportunities as possible, provided by USDOT and other pertinent organizations.
  - Q. Provide transportation planning technical assistance to the Department and other transportation providers as necessary, such as county planning, councils of government, academia or other public or nonprofit entities.
  - R. Continue to participate in PennDOT Planning Partner general meetings and various work groups (i.e., GIS, UPWP, Financial Guidance, Procedural Guidance, LTAP, PennDOT Connects, Freight Planning).
  - S. Assist communities in the utilization of various transportation programs to revitalize downtown districts within cities, boroughs and townships, including sidewalk improvements, pedestrian/bicycling crossing improvements, on-street bicycle facilities, safe transit stops, traffic diversion/circulation improvements, off-street bicycle facilities, Complete Streets concepts, vehicle parking and traffic calming measures to ensure the safety for all road users.
  - T. Participate in regional bicycle/pedestrian organization meetings with PennDOT representatives where Pennsylvania Byways or Scenic Byways within the NEPA MPO region are discussed and help promote the development of a fully integrated Bike/Ped Active Transportation modal network in the region. Participate in the selection of Byways and support the corridors as candidates in the Transportation Improvement Program (TIP) process.
  - U. As necessary, work with PennDOT and local Transit Operators to review and update their Cooperative Planning Agreements to accurately document their collaborative planning process and determine their respective and mutual roles, responsibilities, and procedures governing their cooperative efforts in carrying out the federal and state required transportation planning processes and other recommendations identified in the MPO's Coordinated Transit-Human Services Plan.
  - V. Implement core initiatives identified in the NEPA MPO Strategic Plan. The strategic planning process provides MPO members an opportunity to assess the direction of the current program and identify issues demanding attention, recommended actions, as well as corresponding short-term priorities.

- W. Development of the 2025-2027 UPWP, beginning with NEPA staff participation in the PennDOT UPWP Workgroup and engagement of the NEPA MPO UPWP Subcommittee. Review of current UPWP activities status and identification of regional planning needs. Preparation of draft UPWP for State and Federal agency review and approvals by set deadline.
- X. During the development of the 2027-2030 TIP, conduct an outreach to Carbon County stakeholders and appropriate sponsors, soliciting CMAQ eligible projects for consideration of TIP funding.

#### Deliverables:

- Implementation of the 2025-2028 TIP and modify as necessary with submission of eSTIP amendments. **NEPA (lead), MPO, Districts, Central Office, Transit, Transportation Agencies, Locals**
- Develop the Annual Listing of Federally-Funded Obligated Projects by December 2024. **NEPA (lead), Districts, Central Office, Transit, Transportation Agencies**
- Complete development of NEPA MPO Active Transportation Plan by fall 2024. **NEPA (lead), MPO, Districts, Counties, Consultant**
- Supplemental Planning funding request for Rt 611 Corridor Traffic Study in Monroe County (specific townships/boroughs TBD). **NEPA (lead), MPO, Districts, Locals, (Consultant, if funded)**
- Completion of 2025-2027 NEPA MPO UPWP by January 2025. **NEPA (lead), MPO, Districts, Central Office, Counties, Transit, Transportation Agencies.**
- Begin the update of the NEPA MPO's Coordinated Public Transit/Human Services Plan including other specialized transportation services targeted to assist marginalized populations. Task completion by Fall 2025, which will extend into the 2025-2027 UPWP. **NEPA (lead), MPO, Districts, Transit, Counties, Transportation Agencies, Locals, Consultant**

#### **IV. Planning Techniques and Data Collection, Review and Analysis**

**Estimated Total Cost:** \$ 200,000 – FY 2024-2025

Task IV	Total Budget	Federal PL	State MLF	FHWA Local Match	FTA	FTA Local Match
	\$200,000	\$140,400	\$18,133	\$16,967	\$19,600	\$4,900

- A. Participate in data driven safety planning activities and road safety reviews that lead to better consideration of safety in the selection and prioritization of highway and transit projects. Conduct road safety reviews in collaboration/consultation with local officials and PennDOT Districts 4-0 and 5-0 through safety field views of high crash locations that will lead to the development of potential solutions and identification of appropriate funding sources to address the identified safety



concerns.

- B. Continue to work with PennDOT with sharing Multimodal Project Management System (MPMS) data with regional partners and the utilization of technology to enhance this sharing.
- C. Continue to review, assess and acquire necessary hardware and software for full development of new and expanded technological applications in Geographic Information Systems (GIS), computer access to PennDOT transportation databases, hardware capabilities, drone flight technology support and application of emerging technologies for planning activities.
- D. Update and maintain Transportation Improvement Program (TIP) project GIS mapping with linkages to PennDOT MPMS, drone produced imaging and other visualization applications.
- E. Review PennDOT traffic counts and safety data as part of developing the Highway Safety Improvement Program (HSIP) project listing.
- F. Maintain Functional Classification Roadway Designation maps and work with PennDOT and FHWA in requesting functional classification changes, Federal-aid system additions or deletions, National Highway System (NHS) additions and freight designated corridors, as necessary.
- G. Collect, verify and update roadway inventory and performance data at assigned sites and road segments in support of the Highway Performance Monitoring System (HPMS). Submit HPMS data to PennDOT by December 6, 2024. Attend Traffic Workshops and training opportunities as necessary.
- H. Provide support and disseminate traffic count data to county and municipal officials and stakeholders via the HPMS and other data sources.
- I. As part of the effort to assist PennDOT with Asset Management activities, establish inventories of local transportation assets, using guidance established by PennDOT. Assets previously inventoried include the following:
  - Locally owned bridges less than 20 ft.
  - Locally owned, non-federal aid roadways

Additional inventories of the below assets will require the development of minimum data collection requirements with PennDOT and local planners.

- Signage, including inventories for retro-reflectivity
- Traffic signals
- Freight Facilities
- ADA sidewalk ramps



- Bicycle/Pedestrian Facilities
  - Transit Fleets/Facilities/Routes
  - Retaining Walls
  - Crosswalks
  - Sidewalks
  - ITS Infrastructure
  - Guiderail
  - Drainage System
  - Other facilities and infrastructure as determined by the NEPA MPO
- K. Participate in webinars, training sessions and audio conferences with PennDOT program staff relative to instructions and technical feedback of Asset Inventory data.
- L. Initiation of Freight and Bicycle/Pedestrian facilities data collection; including purchasing data collection equipment for such activities, if required. Activities to include the participation in work groups to ensure consistency of data collection statewide.
- M. Purchase safety equipment, technology hardware and other related items necessary to conduct a successful surveying and recording of asset inventory and HPMS data.
- N. Development of information sharing and data collection activities in collaboration with county and local road maintenance crews, committees and officials.

Deliverables:

- Collection and submittal of data from assigned sites and road segments in support of the Highway Performance Monitoring System (HPMS) by December 2024. **NEPA (lead), Central Office**
- Complete ADA Ramp Assessment Inventory in Carbon, Monroe, Pike and Schuylkill counties by Fall 2024. **NEPA (lead), Districts, Locals, Central Office**
- Completion of highway safety reviews in each of the MPO counties by Spring 2025. **NEPA (lead), Districts, Transportation Agencies, Counties, Locals**
- Inventory of the region's freight transportation system facilities and assets in accordance with PennDOT Central Office directives. **NEPA (lead), Central Office, Locals, Consultant**
- Development and deployment of ARC GIS PRO platform. **NEPA**
- Development and maintenance of Interactive GIS Maps and transportation web HUB to be used for analysis and presentation purposes. **NEPA**

## V. **Local Technical Assistance Program (LTAP)**

**Estimated Total Cost:** \$ 45,000 – FY 2024/2025

Task V	Total Budget	Federal PL
	\$45,000	\$45,000

- A. The PennDOT Local Technical Assistance Program (LTAP) is part of a national initiative to transfer transportation technology through training and technical assistance to municipal elected officials and their staff. PennDOT LTAP provides technical information and proven technologies to meet the growing demands on municipal governments. In an effort to expand and promote LTAP services to the 267 municipalities within its 7 county NEPA LDD, including the Lackawanna-Luzerne MPO region, and Wayne County, NEPA Alliance will continue to assist PennDOT with facilitating LTAP training during FYs 2024-2025.
- B. Annually develop a priority list of training topics that identifies training needs within the municipalities of the NEPA Alliance region. Using the priority training list, NEPA Alliance will work with PennDOT to schedule training dates. NEPA Alliance will then identify and secure appropriate facilities within the region for the training courses on the selected dates of training.
- C. Advertise training to all municipalities and PennDOT’s Municipal Service representatives through electronic letters, fliers, e-mails, social media etc., announcing the training dates and locations. All registrations for training courses will be coordinated directly through NEPA Alliance. Provide PennDOT with registration information one week prior to the scheduled course dates.
- D. Attend county conventions, County Road Task Group meetings, equipment shows, municipal meetings, etc., as needed to promote LTAP services. Utilize the NEPA Alliance website to market LTAP as well.
- E. Identify and quantify the value of LTAP to the NEPA Alliance region municipalities and program participants. Market the value of PennDOT’s LTAP and its long term impact on the workforce. Provide a mechanism for municipalities to contact NEPA Alliance with issues that LTAP can assist with by offering training or tech assists and ascertain from the municipalities the appropriate format most beneficial for them to receive local technical assistance.
- F. Participate in the annual LTAP MPO/RPO meeting and other related PennDOT meetings as required. Attend LTAP training courses and participate in technical assistance on-site visits in the region when possible.
- G. Prepare quarterly reports detailing all LTAP project activities and expenditures. Prepare an annual report that summarizes the participant evaluations in a report detailing the process used to market LTAP in the NEPA Alliance region. Summarize the outcomes and recommendations for future activities with LTAP in

the NEPA Alliance region.

Deliverables:

- Annual LTAP training program of at least 12 LTAP classes customized to the surveyed needs of the NEPA Alliance region. **NEPA (lead), Locals, Central Office**
- Comprehensive program outreach campaign targeted to NEPA Alliance constituent LTAP audience. **NEPA**
- Quarterly and annual reports fully documenting program year participation, outcomes and recommendations to PennDOT program managers. **NEPA**

**VI. Increasing Safe and Accessible Transportation Options (ISATO)**

**Estimated Total Cost: \$ 15,000 – FY 2024/2025**

Task VI	Total Budget	Federal ISATO
	\$15,000	\$15,000

Following the completion of the NEPA MPO’s LRTP Update, a planning initiative will be undertaken that will examine existing and needed improvements to walking and bicycling networks, including linkages to transit, in the NEPA MPO Region. The NEPA MPO region includes extensive offering of pedestrian and bicycle trails which offer a great potential for development as an enhanced alternative mode of transportation. The Plan is intended as the first phase of advancing the U.S. Department of Transportation’s (U.S. DOT) recommendation to transportation agencies *“to go beyond the minimum requirements, and proactively provide convenient, safe, and context-sensitive facilities that foster increased accessibility to jobs and community services with the use by bicyclists and pedestrians of all ages and abilities and use universal design characteristics when appropriate. Transportation programs and facilities should support accessibility and mobility that accommodates people of all ages and abilities, including people too young to drive, people who cannot drive, and people who choose not to drive by providing viable non-motorized transportation options.”*

It is envisioned that this planning effort will help to improve transportation plans with strategies for the further development of bicycle and pedestrian systems for the counties and municipalities within the NEPA MPO region. The plan will identify priority bike/ped projects and advance them toward preliminary engineering.

**Scope:**

The following tasks will be completed in part by MPO staff, the stakeholders and the consultant team, alone or in collaborative efforts:

1. Review work compiled by the NEPA staff during the LRTP Update process and other available resources which will include a list of existing bike/ped plans, existing laws and regulations concerning bike/ped plans, maps of existing bike/ped locations as well as potential connections. Ensure methods researched are current with PA Connects policies, best practice methodology and other governing standards.
2. Determine planning schedule with project steering committee which may include members of PennDOT, NEPA staff, MPO representatives, County, and Municipal Planners, educational, recreational and healthcare institutions.
3. Define existing conditions and examine current walking and biking trends. Develop a list of entities with completed bike/ped or walkability inventories as well as a list of locations considered low-stress for biking and walking.
4. Examine crash data to determine if hazardous areas exist and, if so, whether they can be studied for improvements.
5. Review work completed within any existing bike/ped audits or studies, and determine how to advance these projects and fill in gaps with multi-modal, TASA and other funding sources with consideration to integration with upcoming road/bridge projects. The goal is that these communities will be able to direct their public works expenditures toward the grant match for these projects in the future to improve walkability and bikeability.
6. Conduct a public involvement process with the steering committee members and NEPA staff to engage members of the bike/ped trail using public, including an effort to recruit and involve hard-to-reach populations, to understand and support the proposed bike/ped projects. Hold public meetings, attend municipal meetings and local organizational meetings to present, conduct online surveys, etc.
7. Draft the bike/ped planning study final report consistent with the objectives and findings of the PennDOT statewide bicycle and pedestrian master plan currently under development. The study should compile findings from the public involvement process, list priority projects by municipality, include maps, identify gaps in bike/ped routes, provide recommendations for future bike/ped audits in other municipalities, identify potential trails or sidewalks that could be constructed along with estimated costs, identify future road/bridge projects that could incorporate bike/ped trails, etc.
8. Finalize the Bike/Ped Active Transportation Study and facilitate review and adoption by appropriate sponsor and stakeholder groups.

Deliverables:

- Continue development of NEPA MPO Active Transportation Plan by Fall/Winter 2024. **NEPA (lead), MPO, Districts, Counties, Consultant**

**Northeastern Pennsylvania Alliance  
Metropolitan Planning Organization  
2024-2025 Transportation Planning Work Program  
Source of Funds**

Source of Funds	Amount of Funding
SFY 2024-2025 Base Federal PL Funds	\$ 542,000
SFY 2024-2025 Base State MLF Funds	\$ 70,000
- Local Match	\$ 65,500
SFY 2024-2025 ISATO PL/SPR/Toll	\$ 15,000
SFY 2024-2025 LTAP PL/SPR/Toll	\$ 45,000
SFY 2024-2025 Base FTA	\$ 90,000
- Local Match	\$ 22,500
<b>SFY 2024-2025 Grand Total</b>	<b>\$ 850,000</b>

Work Program Funding Sources

- PL – Planning funds provided through the Federal Highway Administration
- MLF – Motor License funds provided by the Pennsylvania Department of Transportation
- FTA – Planning funds provided by the Federal Transit Administration
- Local – Local funding provided by NEPA

**Northeastern Pennsylvania Alliance  
Metropolitan Planning Organization  
2024-2025 Transportation Unified Planning Work Program Budget  
January 3, 2024**

Task	Total Budget	Subtotal	Federal (PL)	Federal (PL) ISATO	State (MLF)	Local Match 9.6678%	Subtotal	FTA	Local Match 20%
<b>I. Land Use/Transportation Linkages/Economic Development/PennDOT Connects and Program Coordination</b>	\$ 80,000	\$ 48,000	\$ 38,400	-0-	\$ 4,959	\$ 4,641	\$ 32,000	\$ 25,600	\$ 6,400
<b>II. Program Administration, Public Involvement and Outreach</b>	\$ 290,000	\$ 262,000	\$ 209,600	-0-	\$ 27,070	\$ 25,330	\$ 28,000	\$ 22,400	\$ 5,600
<b>III. Long Range Transportation Plan, Transportation Improvement Program and Other Plans/Programs</b>	\$ 220,000	\$ 192,000	\$ 153,600	-0-	\$ 19,838	\$ 18,562	\$ 28,000	\$ 22,400	\$ 5,600
<b>IV. Planning Techniques and Data Collection, Review and Analysis</b>	\$ 200,000	\$ 175,500	\$ 140,400	-0-	\$ 18,133	\$ 16,967	\$ 24,500	\$ 19,600	\$ 4,900
<b>V. Local Technical Assistance Program (LTAP)</b>	\$ 45,000	\$ 45,000	\$ 45,000	-0-	-0-	(a) -0-	-0-	-0-	-0-
<b>VI. Increasing Safe and Accessible Transportation Options (ISATO)</b>	\$ 15,000	\$ 15,000	-0-	\$ 15,000	-0-	(a) -0-	-0-	-0-	-0-
<b>SFY 2024-2025 Grand Total</b>	\$ 850,000	\$ 737,500	\$ 587,000	\$ 15,000	\$ 70,000	\$ 65,500	\$112,500	\$ 90,000	\$ 22,500

Footnote: (a) Local match not required as directed by PennDOT Central Office, Planning & Programming Division.