

ACTION ITEM #6

**Winston-Salem Urban Area Metropolitan Planning Organization
Transportation Advisory Committee
Action Request**

Meeting Date: March 16, 2023 **Agenda Item Number:** 6

Action Requested: Consideration of the Fiscal Year 2023-2024 Unified Planning Work Program (UPWP) for the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO).

SUMMARY OF INFORMATION: **Attachments:** Yes X No

All Metropolitan Planning Organizations (MPOs) that have been designated as Transportation Management Areas (TMAs) with an urbanized population of over 200,000 are required to develop an annual Unified Planning Work Program (UPWP) in coordination with the Federal Transit Administration (FTA).

Each year the Winston-Salem Urban Area Metropolitan Planning Organization (WSUAMPO) is required to develop and approve a Unified Planning Work Program (UPWP) for transportation and transit planning. The UPWP identifies what transportation and transit planning projects and work tasks will be completed during the fiscal year and the estimated amount of Federal and State highway and transit planning funds that will be used to complete the work, plus the required local funding matches.

Attached is the draft UPWP for Fiscal Year 2023-2024. The UPWP consists of the following parts:

1. Table 1: Funding Sources
2. Table 2: Narrative Tasks
3. Tables 3, 4 and 5: Federal Transit Administration (FTA) Section 5303 Transit Planning Funding Allocation
4. Table 6: Five Year Planning Calendar for the MPO

The draft UPWP was submitted to NCDOT by January 31, 2023 and a final version will be submitted to NCDOT after TAC adoption. The 30-day required public comment period for this draft document occurred during the months of January and February, though there were no public comments received.

TAC Vote: Motion by: _____ **Second by:** _____

Vote: For _____ **Against** _____

**RESOLUTION ADOPTING THE FISCAL YEAR 2023-2024 UNIFIED PLANNING
WORK PROGRAM (UPWP) FOR THE WINSTON-SALEM URBAN AREA
METROPOLITAN PLANNING ORGANIZATION (WSUAMPO)**

A motion was made by TAC member _____ and seconded by
TAC member _____ for the adoption of the following
resolution, and upon being put to a vote was duly adopted.

WHEREAS, all Metropolitan Planning Organizations (MPOs) that have been designated as Transportation Management Areas (TMAs) with an urbanized population of over 200,000 are required to develop an annual Unified Planning Work Program (UPWP) in coordination with the Federal Transit Administration (FTA); and

WHEREAS, the annual UPWP identifies what transportation and transit planning projects and work tasks will be completed during the fiscal year, the proposed funding sources, and the amounts of federal, state, and local highway and transit planning funds that will be allocated by work task to complete the work; and

WHEREAS, the City of Winston-Salem Department of Transportation (WSDOT) has been designated as the recipient of FTA Section 5303 Metropolitan Planning Program funds; and

WHEREAS, members of the Winston-Salem Urban Area Transportation Advisory Committee agree that the Fiscal Year 2023-2024 UPWP and the Five Year Planning Calendar will effectively advance transportation and transit planning for the urban area; and

WHEREAS, per the WSUAMPO's Public Participation Policy, the UPWP was made available for public comment for 30-days, between January and February, though there were no public comments submitted.

NOW, THEREFORE, BE IT RESOLVED that the Transportation Advisory Committee of the Winston-Salem Urban Area Metropolitan Transportation Organization approves the Fiscal Year 2023-2024 UPWP and Five Year Planning Calendar for the Winston-Salem Urban Area Metropolitan Planning Organization.

Adopted on this the 16th day of March, 2023.

Mike Horn, Chairman
Transportation Advisory Committee

Kelly Garvin, Secretary
Transportation Advisory Committee



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

November 9, 2022

Ms. Kelly Garvin
Planning Development Coordinator
City of Winston-Salem, Department of Transportation
P.O. Box 2511
Winston-Salem, NC 27102

Subject: Winston-Salem/Forsyth UA MPO, FY 2024 PL Work Program Allocation

Dear Ms. Garvin:

The IJA has provided \$7,256,890 in PL funds for FY 2024 (after accounting for SAP system charges). There is also \$1,689,136 available from closure of previous years' accounts. These funds have been allocated using the current PL fund allocation formula and are available for programming for your FY 2024 PL program that begins July 1, 2023.

For FY24, the MPO is estimated to receive a yearly allocation of \$603,900 in Federal PL funds.

Program name	80% Federal funds	20% local match	Total work plan Federal PL + local match for PL funds *
Metropolitan Planning	\$578,000	\$144,500	\$722,500
Safe & Acc Transp. Options – Metro Planning set aside	\$25,900	\$6,475	\$32,375
Total PL FY24	\$ 603,900	\$150,975	\$754,875

(*Total does not include other sources of Federal, State, or local funding such as STBG-DA funds.).

In 2022, the Infrastructure Investment and Jobs Act has added a new Metro Planning set-aside for Increasing Safe & Accessible Transportation Options. The Act requires each MPO to use at least 2.5% of its PL funds on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities. [§ 11206(b)]. The 2.5% set aside is provided by a separate allocation of PL funds (federal program code Y410). The MPO's share of this amount is distributed using the same allocation formula. A full list of eligible activities can be found in [§ 11206(c)] <https://www.congress.gov/bill/117th-congress/house-bill/3684/text> and FHWA's fact sheet can be found at this link. These set-aside funds will have a separate WBS number and therefore any expenditures must be noted separately on an invoice and have a separate description of work. Please program these funds in your UPWP by adding a new row (so that the funding amount is separately noted) below task code 2-B-II (Regional Planning) or Bike/Ped element of MTP.

If the MPO plans to program any STBG-DA funds for planning, you should coordinate with your appropriate TIP regional contact to have it added to the STIP, add it to your work plan and

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coordinate with your TPD Coordinator to develop a STBG-DA funding agreement. Please copy myself and Daryl Vreeland (dvreeland@ncdot.gov) with this amount.

For auditing purposes, you should include the program name (Metropolitan Planning / PL 104(f) funds) and the CFDA Number (20.205-5) on your Schedule of Expenditures for Federal and State Awards. FY24 WBS and PO numbers will be transmitted in the future.

Your Draft (U)PWP for FY 2024 will be due on February 28, 2023 and your approved PWP should be submitted by March 31, 2023 online in .pdf format and include the cover letter, adoption resolution, summary budget table, and an item by item task description. The MPO is also required to complete an annual certification prior to the Department approving your FY 2024 PL program. The annual certification resolution (as well as the yearend report) should be uploaded as separate .pdf documents. If you have any questions, please do not hesitate to call or email me: (919) 707-0901, jalavi@ncdot.gov.

Sincerely,

Jamal Alavi

Jamal Alavi, P.E.
Director, Transportation Planning Division

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December 1, 2022

**To: MPO Lead Planning Agency Contacts
Transit Agency Contacts**

**From: Ryan Brumfield, Director
Integrated Mobility Division**

**Subject: Planning Work Program (PWP) Section 5303 Application for
FY2024 Transit Planning Funds**

The Integrated Mobility Division (IMD) is pleased to announce the FY 2024 transit planning allocations for the state's urbanized areas (Attached Allocation Formula Table). These funds are available from the Federal Transit Administration (FTA) under the Metropolitan Planning Program (49 U.S.C. 5305(d)).

The total amount of FFY22 (SFY24) 5303 funds available to North Carolina is \$2,995,362. The allocation for each MPO in the Table reflects the amount for the upcoming fiscal year. The goal is to have the 5303 allocations approved at the April 6, 2023, NCDOT Board of Transportation Meeting. There will be a one-year contract to follow.

Draft UPWP/PWPs must be submitted to IMD into the on-line grants module, Enterprise Business Services (EBS), by **January 31, 2023**, for review by IMD and FTA. The Draft UPWP/PWP must include the Funding Sources Table, the FTA Task Narrative Table, a DBE Anticipated Contracting Opportunities form, the Certification of the planning process, and a notation of the MPO's anticipated PWP adoption date. You only need to provide complete information for each item in the FTA Task Narrative Table for Section 5303 and Section 5307 funded planning tasks.

Final UPWP/PWPs with supporting documentation including TAC Resolution should be updated in the on-line grants module, Enterprise Business Services (EBS), on or before **March 31, 2023**. If there were revisions between the Draft and Final UPWP, the Application Budget in EBS must be updated by March 31, 2023, to reflect these changes. Please note, the Integrated Mobility Division will submit the UPWP's for MPO's located in areas over 200,000 in population directly to FTA for approval on April 14, 2023. This change is to consolidate and streamline the UPWP approval process by FTA.

We encourage you to review the instructions and to work with your IMD Regional Grants Specialist. Please contact Pam DiGiovanni at (919) 707-4680 or pmdigiovanni@ncdot.gov if you have any questions.

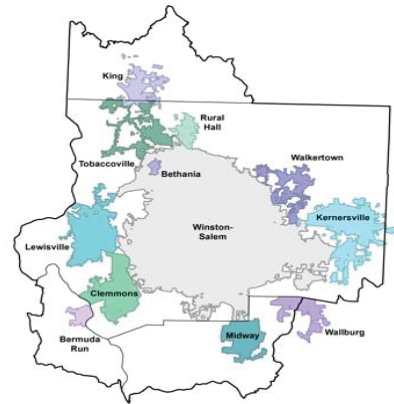
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**Winston-Salem Urban Area
Metropolitan Planning Organization
Unified Planning Work Program
For Fiscal Year 2023-2024 **DRAFT****



**Produced by the
Winston-Salem Department of Transportation,
in cooperation with the
North Carolina Department of Transportation,
the Winston-Salem Urban Area Technical Coordinating Committee (TCC), and the
Winston-Salem Urban Area Transportation Advisory Committee (TAC)**

Section 104 (f) WBS: **TBD, CFDA Number: 20-205-5**
Surface Transportation Block Grant – Direct Attributable (STBG-DA) WBS: **TBD**
Winston-Salem Urban Area
Metropolitan Planning Organization
Unified Planning Work Program
For Fiscal Year 2023-2024

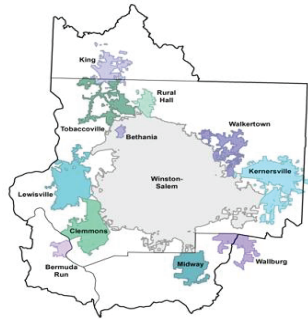


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Introduction

Each year the Winston-Salem Urban Area Metropolitan Planning Organization (MPO) is required to develop and approve a Unified Planning Work Program (UPWP). The UPWP identifies what transportation planning projects and work tasks will be completed during the fiscal year and the amount of federal and State highway and transit planning funds that will be used to complete the work, plus the required State and local matches. Depending on the specific funding source, tasks funded through the UPWP are eligible for reimbursement of 80-90% of their cost from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) through the North Carolina Department of Transportation (NCDOT).

The Winston-Salem Urban Area UPWP identifies three (4) separate federal funding sources for conducting transportation planning and they are shown in Table 1. They include:

- FHWA Section 104 (f) Funds (PL Funds) – These funds are the primary funding source dedicated to the MPO to perform transportation planning as required by various State and Federal laws and regulations. These funds require a 20% local match.
- Safe & Acc Transp.Options – Metro Planning set aside These funds are to be used onon specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities. They require a 20% local Match
- FTA Section 5303 Funds – These funds are used for transit planning in the urban area. The FTA provides 80% of these funds with a 10% match from NCDOT and a local match of 10% from the Winston-Salem Urban Area MPO.
- Federal Surface Transportation Block Grant – Direct Attributable (STBG-DA) supplemental planning funds are included in this year's UPWP for the MPO and requires a 20% local match.

The local match requirements will be shared by all members of the Winston-Salem Urban Area MPO as defined in the Memorandum of Understanding (MOU).

If you have any questions or need any additional information about the draft Fiscal Year 2023-2024 UPWP, please contact Mrs. Kelly Garvin at (336) 747-6881, or e-mail her at kellym@cityofws.org.

Winston-Salem Urban Area Metropolitan Planning Organization - Unified Planning Work Program (UPWP)
 Funding Sources Table for Fiscal Year 2023-2024
 Table 1

Task Code	Task Description	Metropolitan Planning (PL)			Safe & Acc Transp.Options – Metro Planning set aside	FTA Section 5303				FHWA STBG-DA Funds			Task Funding Summary			Total
		Adopted Total 100%	Local 20%	FHWA 80%		Federal 100%	Total 100%	Local 10%	State 10%	FTA 80%	Total 100%	Local 20%	FHWA 80%	Local	State	
II-A	Data and Planning Support															
II-A-1	Networks and Support Systems	\$35,000	\$7,000	\$28,000		\$10,246	\$1,025	\$1,025	\$8,197	\$0	\$0	\$0	\$8,025	\$1,025	\$36,197	\$45,246
II-A-2	Travelers and Behavior	\$35,000	\$7,000	\$28,000		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,000	\$0	\$28,000	\$35,000
II-A-3	Transportation Modeling	\$50,000	\$10,000	\$40,000		\$0	\$0	\$0	\$0	\$153,750	\$30,750	\$123,000	\$40,750	\$0	\$163,000	\$203,750
II-B	Planning Process															
II-B-1	Targeted Planning	\$35,000	\$7,000	\$28,000		\$13,000	\$1,300	\$1,300	\$10,400	\$0	\$0	\$0	\$8,300	\$1,300	\$38,400	\$48,000
II-B-2	Regional Planning	\$35,000	\$7,000	\$28,000		\$15,000	\$1,500	\$1,500	\$12,000	\$100,000	\$20,000	\$80,000	\$28,500	\$1,500	\$120,000	\$150,000
	Safe & Acc Transp.Options – Regional Planning				\$32,375								\$0	\$0	\$0	\$32,375
II-B-3	Special Studies	\$142,000	\$28,400	\$113,600		\$30,000	\$3,000	\$3,000	\$24,000	\$715,000	\$143,000	\$572,000	\$174,400	\$3,000	\$709,600	\$887,000
	Comprehensive Transportation Plan - Clemmons									\$200,000	\$40,000	\$160,000				
	CTP/MTP Update - Winston-Salem									\$350,000	\$70,000	\$280,000				
	Traffic Study- Walkertown									\$100,000	\$20,000	\$80,000				
	Community Transportation Plan- DCT									\$65,000	\$13,000	\$52,000				
III-A	Unified Planning Work Program															
III-A-1	Unified Planning Work Program (UPWP)	\$25,000	\$5,000	\$20,000		\$15,000	\$1,500	\$1,500	\$12,000	\$0	\$0	\$0	\$6,500	\$1,500	\$32,000	\$40,000
III-A-2	Metrics and Performance Measures	\$25,000	\$5,000	\$20,000		\$15,000	\$1,500	\$1,500	\$12,000	\$0	\$0	\$0	\$6,500	\$1,500	\$32,000	\$40,000
III-B	Transportation Improvement Program															
III-B-1	Prioritization	\$40,000	\$8,000	\$32,000		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$8,000	\$0	\$32,000	\$40,000
III-B-2	Metropolitan TIP (MTIP)	\$30,000	\$6,000	\$24,000		\$5,000	\$500	\$500	\$4,000	\$0	\$0	\$0	\$6,500	\$500	\$28,000	\$35,000
III-B-3	Merger and Project Development	\$20,000	\$4,000	\$16,000		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$4,000	\$0	\$16,000	\$20,000
III-C	Civil Rights Compliance (Title VI) and Other Regulatory Requirements															
III-C-1	Title VI	\$5,000	\$1,000	\$4,000		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000	\$0	\$4,000	\$5,000
III-C-2	Environmental Justice	\$10,000	\$2,000	\$8,000		\$5,000	\$500	\$500	\$4,000	\$0	\$0	\$0	\$2,500	\$500	\$12,000	\$15,000
III-C-3	Minority Business Enterprise Planning	\$20,000	\$4,000	\$16,000		\$5,000	\$500	\$500	\$4,000	\$0	\$0	\$0	\$4,500	\$500	\$20,000	\$25,000
III-C-4	Planning for the Elderly & Disabled	\$10,000	\$2,000	\$8,000		\$15,000	\$1,500	\$1,500	\$12,000	\$0	\$0	\$0	\$3,500	\$1,500	\$20,000	\$25,000
III-C-6	Public Participation	\$40,000	\$8,000	\$32,000		\$20,000	\$2,000	\$2,000	\$16,000	\$0	\$0	\$0	\$10,000	\$2,000	\$48,000	\$60,000
III-C-7	Private Sector Participation	\$10,000	\$2,000	\$8,000		\$1,000	\$100	\$100	\$800	\$0	\$0	\$0	\$2,100	\$100	\$8,800	\$11,000
III-D	Statewide and Extra-Regional Planning	\$55,500	\$11,100	\$44,400		\$10,000	\$1,000	\$1,000	\$8,000	\$0	\$0	\$0	\$12,100	\$1,000	\$52,400	\$65,500
III-E	Management, Operations, and Program Support Administration	\$100,000	\$20,000	\$80,000		\$30,000	\$3,000	\$3,000	\$24,000	\$100,000	\$20,000	\$80,000	\$43,000	\$3,000	\$184,000	\$230,000
	TOTALS	\$722,500	\$144,500	\$578,000	\$32,375	\$189,245.73	\$18,925	\$18,925	\$151,396.58	\$1,068,750	\$213,750	\$855,000	\$377,175	\$18,925	\$1,584,397	\$2,012,871

Winston-Salem Urban Area Metropolitan Planning Organization - Unified Planning Work Program (UPWP)
 Funding Sources Table for Fiscal Year 2023-2024
 On-Going Studies from FY 23 Funds

Table 1 D

Task Code	Task Description	FHWA STBG-DA Funds		
		Total 100%	Local 20%	FHWA 80%
II-A	Data and Planning Support			
II-A-1	Networks and Support Systems	\$0	\$0	\$0
II-A-2	Travelers and Behavior	\$0	\$0	\$0
II-A-3	Transportation Modeling	\$26,664	\$5,333	\$21,331
II-B	Planning Process			
II-B-1	Targeted Planning	\$0	\$0	\$0
II-B-2	Regional Planning	\$0	\$0	\$0
II-B-3	Special Studies	\$1,093,000	\$218,600	\$874,400
	Bike Walk Map and Greenway Wayfinding - Winston-Salem	\$150,000	\$30,000	\$120,000
	NorthWest Blvd Feasibility Study- Winston-Salem	\$200,000	\$40,000	\$160,000
	Ransom Road and Polo Road Intersection Study- Winston-Salem	\$150,000	\$30,000	\$120,000
	Smith Reynolds Greenway Feasibility Study- Smith Reynolds	\$300,000	\$60,000	\$240,000
	Glenn Hi Road Extension Feasibility Study- Kernersviller	\$53,000	\$10,600	\$42,400
	Kernersville Road Study- Winston-Salem	\$125,000	\$25,000	\$100,000
	Community Transportation Plan- DCT	\$65,000	\$13,000	\$52,000
	Clemmon Pedestrian Plan	\$50,000	\$10,000	\$40,000
III-A	Unified Planning Work Program			
III-A-1	Unified Planning Work Program (UPWP)	\$0	\$0	\$0
III-A-2	Metrics and Performance Measures	\$0	\$0	\$0
III-B	Transportation Improvement Program			
III-B-1	Prioritization	\$0	\$0	\$0
III-B-2	Metropolitan TIP (MTIP)	\$0	\$0	\$0
III-B-3	Merger and Project Development	\$0	\$0	\$0
III-C	Civil Rights Compliance (Title VI) and Other Regulatory Requirements			
III-C-1	Title VI	\$0	\$0	\$0
III-C-2	Environmental Justice	\$0	\$0	\$0
III-C-4	Planning for the Elderly & Disabled	\$0	\$0	\$0
III-C-6	Public Participation	\$0	\$0	\$0
III-C-7	Private Sector Participation	\$0	\$0	\$0
III-D	Statewide and Extra-Regional Planning			
III-D	Statewide and Extra-Regional Planning	\$0	\$0	\$0
III-E	Management, Operations, and Program Support Administration			
III-E	Management, Operations, and Program Support Administration	\$0	\$0	\$0
TOTALS		\$1,119,664	\$223,933	\$895,731

Winston-Salem Urban Area Metropolitan Planning Organization - Unified Planning Work Program (UPWP)

Funding Sources Tables for Fiscal Year 2023-2024

On-Going Studies from FY 22 Funds

Table 1c

Task Code	Task Description	FHWA STBG-DA Funds		
		Total 100%	Local 20%	FHWA 80%
II-A	Data and Planning Support			
II-A-1	Networks and Support Systems		\$0	\$0
II-A-2	Travelers and Behavior		\$0	\$0
II-A-3	Transportation Modeling			
II-B	Planning Process			
II-B-1	Targeted Planning	\$10,000	\$2,000	\$8,000
II-B-2	Regional Planning	\$10,000	\$2,000	\$8,000
II-B-3	Special Studies	\$1,194,030	\$238,806	\$955,224
	Walkertown - Traffic Study	\$100,000	\$20,000	\$80,000
	PTRM Household Survey - Winston-Salem MPO Share	\$12,030	\$2,406	\$9,624
	MPO Freight Study Phase III	\$24,000	\$4,800	\$19,200
	Lewisville-Clemmons Road Interchange/Kinnamon Bridge Study -	\$200,000	\$40,000	\$160,000
	Muddy Creek Greenway Feasibility Study	\$250,000	\$50,000	\$200,000
	Montroyal Reconnection Study - Rural Hall	\$100,000	\$20,000	\$80,000
	Northridge Park Dr to Langenthal Dr. Connector Study Rural Hall	\$100,000	\$20,000	\$80,000
	Winston-Salem MPO CMP effectiveness and efficiency	\$150,000	\$30,000	\$120,000
	Kernersville - Intersection Feasibility Study	\$58,000	\$11,600	\$46,400
	WSTA Route Study	\$200,000	\$40,000	\$160,000
III-A	Unified Planning Work Program			
III-A-1	Unified Planning Work Program (UPWP)	\$0	\$0	\$0
III-A-2	Metrics and Performance Measures	\$0	\$0	\$0
III-B	Transportation Improvement Program			
III-B-1	Prioritization	\$0	\$0	\$0
III-B-2	Metropolitan TIP (MTIP)	\$0	\$0	\$0
III-B-3	Merger and Project Development	\$0	\$0	\$0
III-C	Civil Rights Compliance (Title VI) and Other Regulatory Requirements			
III-C-1	Title VI	\$0	\$0	\$0
III-C-2	Environmental Justice	\$0	\$0	\$0
III-C-4	Planning for the Elderly & Disabled	\$0	\$0	\$0
III-C-6	Public Participation	\$0	\$0	\$0
III-C-7	Private Sector Participation	\$0	\$0	\$0
III-D	Statewide and Extra-Regional Planning	\$0	\$0	\$0
III-E	Management, Operations, and Program Support Administration	\$0	\$0	\$0
TOTALS		\$1,214,030	\$242,806	\$971,224

Winston-Salem Urban Area Metropolitan Planning Organization - Unified Planning Work Program (UPWP)
 Funding Sources Tables for Fiscal Year 2023-2024

On-Going Studies from FY 21 Funds

Table 1 b

Task Code	Task Description	FTA Section 5307	
		Total 100%	FTA 100%
II-B	Planning Process		
II-B-1	Targeted Planning		
II-B-2	Regional Planning		
II-B-3	Special Studies	\$300,000	\$300,000
	WSTA - Hampton Haith building study	\$300,000	\$300,000
III-A	Unified Planning Work Program		
III-A-1	Unified Planning Work Program (UPWP)		
III-A-2	Metrics and Performance Measures		
III-B	Transportation Improvement Program		
III-B-1	Prioritization		
III-B-2	Metropolitan TIP (MTIP)		
III-B-3	Merger and Project Development		
III-C	Civil Rights Compliance (Title VI) and Other Regulatory Requirements		
III-C-1	Title VI		
III-C-2	Environmental Justice		
III-C-4	Planning for the Elderly & Disabled		
III-C-6	Public Participation		
III-C-7	Private Sector Participation		
III-D	Statewide and Extra-Regional Planning		
III-E	Management, Operations, and Program Support Administration		
	TOTALS	\$300,000	\$300,000

Winston-Salem Urban Area Metropolitan Planning Organization - Unified Planning Work Program (UPWP)

Funding Sources Tables for Fiscal Year 2023-2024

On-Going Studies from FY 20 Funds

Table 1a

Task Code	Task Description	FHWA STBG-DA Funds			MAP 21 Section 2005(b)(2)		
		Total 100%	Local 20%	FHWA 80%	Total 100%	Local 20%	FTA 80%
II-B-3	Special Studies						
	FTA Pilot Transit-Oriented Development Grant				\$1,000,000	\$200,000	\$800,000
	Main Street Transportation Study - Walkertown	\$100,000	\$20,000	\$80,000			
	PMP and Human Services Plan	\$100,000	\$20,000	\$80,000			
	Salem Creek Greenway FS	\$200,000	\$40,000	\$160,000			
III-A	Unified Planning Work Program						
III-A-1	Unified Planning Work Program (UPWP)	\$0	\$0	\$0			
III-A-2	Metrics and Performance Measures	\$0	\$0	\$0			
III-B	Transportation Improvement Program						
III-B-1	Prioritization	\$0	\$0	\$0			
III-B-2	Metropolitan TIP (MTIP)	\$0	\$0	\$0			
III-B-3	Merger and Project Development	\$0	\$0	\$0			
III-C	Civil Rights Compliance (Title VI) and Other Regulatory Requirements						
III-C-1	Title VI	\$0	\$0	\$0			
III-C-2	Environmental Justice	\$0	\$0	\$0			
III-C-4	Planning for the Elderly & Disabled	\$0	\$0	\$0			
III-C-6	Public Participation	\$0	\$0	\$0			
III-C-7	Private Sector Participation	\$0	\$0	\$0			
III-D	Statewide and Extra-Regional Planning						
III-D	Statewide and Extra-Regional Planning	\$0	\$0	\$0			
III-E	Management, Operations, and Program Support Administration						
III-E	Management, Operations, and Program Support Administration	\$0	\$0	\$0			
	SUB-TOTALS Transportation Planning (PL)	\$400,000	\$80,000	\$320,000	\$1,000,000	\$200,000	\$800,000

**Winston-Salem Urban Area Metropolitan Planning Organization
 Unified Planning Work Program (UPWP)
 Narrative Task Table for Fiscal Year 2023-2024
 Table 2
 March 16, 2023**

Task Code	Prospectus Task Code Titles	Task Code Title Descriptions	Total Costs
II-A Data and Support Planning			
II-A-1	Networks and Support Systems		\$45,246
	<i>Traffic Volume Counts</i>	Collect data and purchase software, equipment, and services needed for counting motor vehicle, bicycle, and pedestrian trips. Costs may include staff, equipment, and data processing services.	
	<i>Vehicle Miles of Travel (VMT)</i>	Plan for future data collection efforts as needed.	
	<i>Street System Changes</i>	Review street closure and abandonment petitions as needed.	
	<i>Traffic Crashes</i>	Collect data and analyze motor vehicle, bicycle, and pedestrian crashes. Traffic crash data will be utilized for project ranking methodology for highway and bicycle/pedestrian projects for the Metropolitan Transportation Plan (MTP) as well as almost all competitive MPO funding sources	
	<i>Transit System Data</i>	WSTA will continue its efforts to measure the effectiveness and efficiency of the public transit system by evaluating the route by route ridership and schedule adherence.	
	<i>Bicycle and Pedestrian Facilities Inventory</i>	Data collection and mapping work needed to maintain the MPO inventory of bicycle and pedestrian facilities. This includes collecting infrastructure asset management data for sidewalk and curb ramps; data needed to prepare updated bicycle level of service including pavement conditions; greenway infrastructure conditions; and other transportation infrastructure conditions data. Serve as staff to the Bicycle and Pedestrian Active Mobility Committee (BPAMAC) to review and maintain bike and pedestrian facilities and a greenway trail. This effort will aid staff in identifying community needs and will provide an opportunity for staff to continue to build these community contacts. Staff will continue to collect bicycle and pedestrian count data	
	<i>Collection of Network Data</i>	Update maps and tables of the street and highway network's physical and operational characteristics. Analyze problems and conditions of the street and highway network and develop recommendations for improvements. Staff will work with consultants on the update of the CTP and MTP Data.	

Total \$45,246

**Winston-Salem Urban Area Metropolitan Planning Organization
 Unified Planning Work Program (UPWP)
 Narrative Task Table for Fiscal Year 2023-2024**

**Table 2
 March 16, 2023**

Task Code	Prospectus Task Code Titles	Task Code Title Descriptions	Total Costs
II-A-2	Travelers and Behavior		\$35,000
	<i>Collection of Base Year Data</i>	Updates of baseline data or census information that may be used in various transportation plans or planning activities. Staff will identify and evaluate changes in population and development throughout the MPO area in collaboration with City/County Planning staff. Staff will work to collect socioeconomic data by Transportation Analysis Zones. The GIS database used to maintain housing and land use information will be updated and the information will be utilized in the Regional Travel Demand Model and CommunityViz Model.	
II-A-3	Transportation Modeling		\$203,750
	<i>Travel Model Updates</i>	Collaborate with regional partners to implement the Regional Model Work Plan using enhancements like development of freight modeling capacity and associated data collection. Costs will include the MPO's share of routine maintenance and development efforts by PART staff and corresponding work performed by MPO staff. Staff will work on updating SE and Highway data for the base year update.	
	<i>Forecasts of Future Travel Patterns</i>	Conduct modeling of different land use scenarios to gauge their impact on the street and highway network.	
	<i>Financial Planning</i>	Plan the use of available STBG-DA, CMAQ, etc. funds. Develop cost estimates for proposed transportation facilities. Examine options for funding transportation projects/programs.	

Total

\$238,750

**Winston-Salem Urban Area Metropolitan Planning Organization
 Unified Planning Work Program (UPWP)
 Narrative Task Table for Fiscal Year 2023-2024
 Table 2
 March 16, 2023**

Task Code	Prospectus Task Code Titles	Task Code Title Descriptions	Total Costs
II-B Planning Process			
II-B-1	Targeted Planning		\$48,000
	<i>Air Quality Planning/ Conformity Analysis</i>	Continue participation in the statewide interagency consultation process. This will include staff work and professional services as necessary.	
	<i>Congestion Management Strategies</i>	Conduct data collection and analysis for performance measures established in the Congestion Management Process as well as work on the Congestion Management Process update. This will include staff work and professional services as necessary. Work with community partners to submit successful CMAQ grant applications and continue to monitor awarded CMAQ projects and assist local communities with implementation.	
	<i>Freight Movement/Mobility Planning</i>	Assess freight issues and transportation needs. This will include staff work and as needed professionals services, data packages, and/or analytical support software and devices. Work includes staff participation on the Statewide freight committee.	
II-B-2	Regional Planning		\$150,000
	<i>Community Goals and Objectives</i>	Assist in the development of the goals, objectives, and policies in the Metropolitan Transportation Plan and the updates of City/County Planning Board area and corridor plans.	
	<i>Highway Element of the CTP/MTP</i>	Assess roadway needs to identify future revisions to the highway elements of the Metropolitan Transportation Plan and Comprehensive Transportation Plan, as well as to identify candidate projects for NCDOT Prioritization. Study area transportation needs issues relative to the impacts of new major roadway improvement projects. This will include staff work and professional services as necessary.	
	<i>Transit Element of the CTP/MTP</i>	Assess project issues and transportation needs to identify future revisions to the transit element of the Metropolitan Transportation Plan and Comprehensive Transportation Plan. Implement the Coordinated Human Services Public Transportation Plan, including allocating available funds to eligible projects. These costs cover staff work, as well as consultant support as needed.	
	<i>Bicycle and Pedestrian Element of the CTP/MTP</i>	Study bicycle and pedestrian projects as needed to refine project assumptions. Provide design guidance to NCDOT, the City, MPO Area Towns, and developers on bicycle & pedestrian facility construction. Work with regional partners on planning and implementation of priority pedestrian and bicycle projects. Assess the bicycle and pedestrian needs of the MPO and ensure they are included in the MTP and CTP. We will continue to encourage the design of future transportation improvements that accommodate all modes of transportation. This will include staff work and may include consultant assistance.	
	<i>Airport/Air Travel Element of the CTP/MTP</i>	Participate in the planning efforts of the Smith Reynolds Airport, including any updates to the Airport Master Plan and related project development and environmental document work.	
	<i>Collector Street Element of the CTP/MTP</i>	Update the Collector Street Plan as necessary.	
	<i>Rail, Waterway, or Other Mode of the CTP/MTP</i>	Continue to effort and seek opportunities to bring back passenger rail to the MPO	

Total

\$198,000

**Winston-Salem Urban Area Metropolitan Planning Organization
 Unified Planning Work Program (UPWP)
 Narrative Task Table for Fiscal Year 2023-2024
 Table 2
 March 16, 2023**

Task Code	Prospectus Task Code Titles	Task Code Title Descriptions	Total Costs
II-B Planning Process			
II-B-2	Safe and Accessible Transportation Options – Regional Planning		\$32,375
	<i>Development of transportation plan</i>	As part of the development of the MTP/CTP, include multiuse active transportation infrastructure facilities, including bikeways or pedestrian and bicycle trails, that make connections within or between communities. Consider ways to integrate active transportation facilities with public transportation service or improve access to public transportation.	
II-B-3	Special Studies		\$887,000
		Assist MPO member organizations with STBG-DA project management. Conduct site plan reviews for new developments. Manage City and federally funded projects and studies. Assist Creative Corridors Coalition. Assist City County Planning Board with transportation elements of small area and corridor plans.	
Walkertown - Traffic Study			\$100,000
		The town plans to hire a consultant to conduct a traffic study to address safety concerns and to make recommendations for improvements to the intersection of Old Hollow Road and Walkertown Commons Circle	
Transportation Plan - Clemmons			\$200,000
		The Village of Clemmons intends to hire a consultant to better understand and articulate the impacts of traffic growth on key intersections and roadways, as well as the businesses, homes, schools, and other agencies that those intersections and roadways serve.	
MTP/CTP Update - Winston-Salem			\$350,000
		The City plans to hire a consultant to develop the MPO's Long range plans (MTP/CTP)	
Community Transportation Plan - Davidson County Transportation			\$65,000
		Davidson County Transportation System would like to update its 2015 Community Transportation Service Plan (CTSP). The purpose of the CTSP is to identify, evaluate, and prioritize services more effectively and efficiently.	

Total

\$919,375

**Winston-Salem Urban Area Metropolitan Planning Organization
Unified Planning Work Program (UPWP)
Narrative Task Table for Fiscal Year 2023-2024
Table 2
March 16, 2023**

Task Code	Prospectus Task Code Titles	Task Code Title Descriptions	Total Costs
III-A Unified Planning Work Program (UPWP)			
III-A-1	Unified Planning Work Program (UPWP)		\$40,000
	<i>Development of UPWP and Five-Year Work Plan</i>	Develop Fiscal Year 2024-2025 UPWP and five-year work plan and amend Fiscal Year 2023-2024 UPWP as needed. Amend Prospectus as needed. Complete annual self-certification for MPO's transportation planning process. Manage Consultants engaged in completing UPWP tasks.	
III-A-2 Metrics and Performance Measures			\$40,000
		Assess CMP performance measures. Update PWP to address performance measure reporting. Prepare quarterly reports and request reimbursements.	
III-B Transportation Improvement Program			
III-B-1	Prioritization		\$40,000
		Work on P7.0 project selection with MPO members and in coordination with NCDOT Division 9. Establish and present a list of projects to be submitted for P7.0 to the TCC and TAC. Host Public meetings as required by MPO public participation plan. Work with SPOT office on project submission. Assign local input points per the approved methodology.	
III-B-2 Metropolitan TIP (MTIP)			\$35,000
		Program and administer STBG-DA, CMAQ and TA funds for various bicycle, greenway, sidewalk and pedestrian facilities, intersection improvements. and small roadway projects. Assist small towns with federal funding processes. Manage STIP amendments and modifications as needed.	
III-B-3 Merger and Project Development			\$20,000
	<i>Merger Process</i>	Participate in NCDOT' s Merger Team process meetings as needed.	
	<i>Feasibility Studies</i>	Participate in NCDOT' s feasibility studies as needed.	
Total			\$175,000

**Winston-Salem Urban Area Metropolitan Planning Organization
 Unified Planning Work Program (UPWP)
 Narrative Task Table for Fiscal Year 2023-2024
 Table 2
 March 16, 2023**

Task Code	Prospectus Task Code Titles	Task Code Title Descriptions	Total Costs
III-C Civil Rights Compliance (Title VI) and Other Regulatory Requirements			
III-C-1 Title VI			\$5,000
		Conduct ongoing analysis of all MPO planning activities for compliance with Title VI of the Civil Rights Act of 1964; 49 CFR part 21 and update the Title VI plan and Limited English Proficiency Plan as needed.	
III-C-2 Environmental Justice (EJ)			\$15,000
		Continue efforts to support principles of environmental justice in transportation planning activities. Continue to review and refine public involvement process and activities to enhance opportunities for participation in transportation decision-making among low-income and minority groups. Conduct analysis regarding equitable distribution of transportation system benefits and costs among all socio-economic groups throughout the MPO area.	
III-C-3 Minority Business Enterprise Planning			\$25,000
		Encourage the participation of minority-owned business enterprises in contractual and supply opportunities on an ongoing basis.	
III-C-4 Planning for the Elderly and the Disabled			\$25,000
		Continue efforts to emphasize the planning, development, evaluation, and re-evaluation of transportation facilities and services for the elderly and disabled. Update the Coordinated Human Services Transportation Plan as needed. Administer JARC, Section 5310 funds annually.	
III-C-6 Public Participation			\$60,000
		Continue to provide for an open exchange of information and ideas between the public and transportation decision-makers. Continue to evaluate community concerns regarding transportation issues. Ensure compliance with NC General Statutes regarding open meetings and public records. MPO staff will work to improve social media efforts by actively distributing information on Instagram and Facebook. MPO staff will also utilize software and/or online tools that improve the staff's ability for outreach and collection of the public's opinions on transportation projects.	
III-C-7 Private Sector Participation			\$11,000
		Continue efforts to ensure that private transportation operators have the maximum feasible opportunity to participate in the planning and provision of local transportation services.	

Total

\$141,000

**Winston-Salem Urban Area Metropolitan Planning Organization
Unified Planning Work Program (UPWP)
Narrative Task Table for Fiscal Year 2023-2024
Table 2
March 16, 2023**

Task Code	Prospectus Task Code Titles	Task Code Title Descriptions	Total Costs
III-D Statewide and Extra-Regional Planning			
	<i>Statewide and Extra-Regional Planning</i>	Conduct regional planning in association with the other three MPOs in the Triad, the Piedmont Authority for Regional Transportation, and the Rural Planning Organization. This includes participation in PART Board Meetings and regional transportation planning working groups and committees. Examples include the Model Team, the Executive Committee, and the Regional Transit Development plan. Statewide planning includes participation in various statewide planning initiatives. Past examples have included the CMAQ Committee, SICM Meetings, IMD meetings and webinars, and the activities of the North Carolina Association of Metropolitan Planning Organizations.	\$65,500
	<i>Statewide and Federal Policy Development and Implementation</i>	Review proposed federal transportation legislation and other legislation. Attend Annual TRB, TRB Committees, and other associated conferences.	
III-E Management, Operations and Program Support Administration			
		Management and operations includes items such as such as: 1) general MPO administration including conducting TAC and TCC meetings and the development of associated materials and presentations; 2) continuing evaluation of administrative practices and the review and implementation of MPO process enhancements; 3) staff development through professional training courses, seminars, and conferences; 4) subscriptions to professional publications and professional organizational dues; 5) the acquisition of needed software, books, equipment and other materials; 6) other MPO capacity-building efforts for the TAC, TCC, and MPO staff; 7) assistance to other groups and standing committees; 8) technical assistance for MPO municipalities.	\$230,000

Total

\$295,500

**Winston-Salem Urban Area Metropolitan Planning Organization
 Unified Planning Work Program (UPWP)
 Narrative Task Table for Fiscal Year 2023-2024
 Table 2a: On-Going Studies from FY20 Funds
 March 16, 2023**

Task Code	Prospectus Task Code Titles	Task Code Title Descriptions	Total Costs
II-B-3		Special Studies	
		FTA Pilot Transit-Oriented Development Grant	\$1,000,000
		The city will hire a consultant to conduct a comprehensive study for Transit-Oriented Development opportunities along proposed corridors	
		Main Street Transportation Study - Walkertown	\$100,000
		The town will hire a consultant to conduct a study of Main street to provide recommendations on improving traffic along that corridor	
		Salem Creek Greenway FS	\$200,000
		The City will hire a consultant determine how to extend the existing trail west of Peters Creek Parkway to continue the development of this trail, which is part of the Mountains to Sea Trail	
Total			\$1,300,000

**Winston-Salem Urban Area Metropolitan Planning Organization
 Unified Planning Work Program (UPWP)
 Narrative Task Table for Fiscal Year 2023-2024
 Table 2b: Ongoing from FY21
 March 16, 2023**

Task Code	Prospectus Task Code Titles	Task Code Title Descriptions	Total Costs
II-B-3		Special Studies	
		Assist MPO member jurisdictions with STBG-DA funded projects process; Conduct site plan reviews for new developments; Manage city and federally funded projects and studies; Assist Creative Corridors Coalition with their work; Assist City/County Planning Board with the transportation elements of small area and corridor plans.	
City of Winston-Salem - WSTA Hampton Haith Facility Study			\$300,000
		The city plans to use CARES Act funds to develop design options for the Hampton Haith building to allow for social distancing needs for administration, dispatch, drivers, and maintenance staff.	
Total			\$300,000

**Winston-Salem Urban Area Metropolitan Planning Organization
 Unified Planning Work Program (UPWP)
 Narrative Task Table for Fiscal Year 2023-2024
 Table 2c: Ongoing from FY22
 March 16, 2026**

Task Code	Prospectus Task Code Titles	Task Code Title Descriptions	Total Costs
II-B-3		Special Studies	
		Assist MPO member jurisdictions with STBG-DA funded projects process; Conduct site plan reviews for new developments; Manage city and federally funded projects and studies; Assist Creative Corridors Coalition with their work; Assist City/County Planning Board with the transportation elements of small area and corridor plans.	
		Walkertown - Traffic Study	\$100,000
		The town plans to hire a consultant to conduct a traffic study to address safety concerns and to make recommendations for improvements to the intersection of Old Hollow Road and Walkertown Commons Circle	
		PTRM Household Survey - Winston-Salem MPO Share	\$12,030
		WSMPO's share for the consultant conducting the Household survey for PTRM	
		MPO Freight Study Phase III	\$24,000
		WSUAMPO's share for the consultant working on adding the freight component to the PTRM model	
		Lewisville-Clemmons Road Interchange/Kinnamon Bridge Study - Clemmons	\$200,000
		The town will hire a consultant to conduct a study that would evaluate the need, goals, and feasibility for a collector-distributor road between the Lewisville-Clemmons Road Interchange/Kinnamon Road Bridge	
		Muddy Creek Greenway Feasibility Study	\$250,000
		The City plans to Hire a consultant to conduct a feasibility study for the Muddy Creek Greenway phase II (from Jefferson School Lane to Yadkinville road)	
		Montroyal Reconnection Study - Rural Hall	\$100,000
		Northridge Park Dr to Langenthal Dr. Connector Study Rural Hall	\$100,000
		Winston-Salem Safety Analysis	\$150,000
		The City of Winston-Salem, on behalf of the MPO, will hire a consultant to identify measures of effectiveness of the current CMP. This will include analyses of current and recently completed projects. The consultant will also assist with linking the CMP to the current MPO project selection processes for DA, CMAQ and prioritization.	
		Kernersville - Intersection Feasibility Study	\$58,000
		The town plans to hire a consultant to conduct a feasibility study to determine and evaluate existing conditions of the Old Salem Road / Teague Lane intersection.	
		Winston-Salem -WSTA Route Study	\$200,000
		The town plans to hire a consultant to conduct a feasibility study to determine and evaluate existing conditions of the Old Salem Road / Teague Lane intersection.	

Total **\$270,030**

**Winston-Salem Urban Area Metropolitan Planning Organization
 Unified Planning Work Program (UPWP)
 Narrative Task Table for Fiscal Year 2023-2024
 Table 2d: Ongoing from FY23
 Table 2
 March 16, 2023**

Task Code	Prospectus Task Code Titles	Task Code Title Descriptions	Total Costs
II-B-3		Special Studies	
		Assist MPO member jurisdictions with STBG-DA funded projects process; Conduct site plan reviews for new developments; Manage city and federally funded projects and studies; Assist Creative Corridors Coalition with their work; Assist City/County Planning Board with the transportation elements of small area and corridor plans.	
Bike Walk Map and Greenway Wayfinding			\$150,000
		Develop a new bike/walk map for the city and plan for the creation and implementation of a greenway wayfinding system.	
Northwest Blvd Feasibility Study			\$200,000
		Develop possible streetscape improvements along the Northwest Boulevard corridor with the goal of improving the movement of pedestrians, cyclists, and motor vehicles.	
Ransom Road and Polo Road Intersection Study			\$150,000
		Develop alternatives aimed at improving the movement and safety of vehicles at the intersection of Ransom and Polo Roads, taking into consideration pending developments in the vicinity.	
Smith Reynolds Greenway Feasibility Study			\$300,000
		A feasibility study for the design and construction of a greenway on airport property to connect Bowen Boulevard to Lansing Drive.	
Glenn Hi Road Extension Feasibility Study			\$53,000
		a feasibility study for a portion of a new 2-lane median-divided roadway approximately 2,500 feet in length that will extend Glenn Hi Road from Union Cross Road to the westernmost side of the Caleb's Creek Development.	
Kernersville Road Study			\$125,000
		A study to consider improvements to Kernersville Road due to increased development and traffic in the area.	
Community Transportation Plan - Davidson County Transportation			\$65,000
		Davidson County Transportation System would like to update its 2015 Community Transportation Service Plan (CTSP). The purpose of the CTSP is to identify, evaluate, and prioritize services more effectively and efficiently.	
Village of Clemmons- Bicycle and Pedestrian Plan			\$50,000
		The Village of Clemmons will use transportation planning grant funds to hire a consultant to develop a pedestrian plan and performance measures for transit and other transportation modes.	

Total **\$1,093,000**

**Winston-Salem Urban Area Metropolitan Planning Organization
Unified Planning Work Program (UPWP)
Anticipated DBE Contracting Opportunities for Fiscal Year 2023-2024
Table 3**

March 16, 2023

Person Completing Form: Kelly Garvin, City of Winston-Salem DOT

Telephone Number: (336) 747-6881

Prospectus Task Code	FTA Task Code	Task Description	Name of Agency Contracting Out	Type of Contracting Opportunity	Federal Funds To Be Contracted Out	Total Funds To be Contracted Out
II-A-1	442400	Networks and Support Systems	City of Winston-Salem DOT	None	None	None
II-B-1	442301	Targeted Planning	City of Winston-Salem DOT	None	None	None
II-B-2	442301	Regional Planning	City of Winston-Salem DOT	None	None	None
II-B-3	442302	Special Studies	City of Winston-Salem DOT	None	None	None
III-A-1	442100	Unified Planning Work Program (UPWP)	City of Winston-Salem DOT	None	None	None
III-A-2	442100	Metrics and Performance Measures	City of Winston-Salem DOT	None	None	None
III-B-2	442500	Metropolitan Transportation Improvement Program (MTIP)	City of Winston-Salem DOT	None	None	None
III-C-2	442700	Environmental Justice	City of Winston-Salem DOT	None	None	None
III-C-3	442700	Minority Business Enterprise Planning	City of Winston-Salem DOT	None	None	None
III-C-4	442612	Planning for the Elderly & Disabled	City of Winston-Salem DOT	None	None	None
III-C-6	442700	Public Participation	City of Winston-Salem DOT	None	None	None
III-C-7	442700	Private Sector Participation	City of Winston-Salem DOT	None	None	None
III-D	442301	Statewide and Extra-Regional Planning	City of Winston-Salem DOT	None	None	None
III-E	442100	Management, Operations and Program Support Administration	City of Winston-Salem DOT	None	None	None

**Winston-Salem Urban Area Metropolitan Planning Organization
Unified Planning Work Program (UPWP)
FTA Funding Sources Table for Fiscal Year 2023-2024
Table 4**

March 16, 2023

Prospectus Task Code	FTA Task Code	Task Description	Section 5303			Total	Percent	Notes
			Local 10%	NCDOT 10%	FTA 80%			
II-A-1	442400	Networks and Support Systems	1,024.57	1,024.57	8,196.58	10,245.73	5%	Assist WSTA/PART with route and schedule planning; collect and maintain a wide range of data for statistical measures and FTA; evaluate all WSTA/PART bus stop location data; submit FTA and NCDOT PTD quarterly reports.
II-B-1	442301	Targeted Planning	1,300.00	1,300.00	10,400.00	13,000.00	7%	Assist with Congestion Management Strategies and other mobility planning; administer All CMAQ/STBG-DA Projects.
II-B-2	442301	Regional Planning	1,500.00	1,500.00	12,000.00	15,000.00	8%	Implement strategies from WSTA's/PART's Strategic Plans; assist WSTA with new route and schedule planning; Assist PART with bus/rail engineering studies and planning.
II-B-3	442302	Special Studies	3,000.00	3,000.00	24,000.00	30,000.00	16%	Manage TOD Grant study, WSTA Hampton haith Building Study, WSTA Route Study, as well as others. Assist with Small area and corridor plans.
III-A-1	442100	Unified Planning Work Program (UPWP)	1,500.00	1,500.00	12,000.00	15,000.00	8%	Develop Fiscal Year 2024-2025 UPWP; amend Fiscal Year 2023-2024 UPWP, Prospectus as needed; complete annual transportation planning process self-certification for MPO.
III-A-2	442100	Metrics and Performance Measures	1,500.00	1,500.00	12,000.00	15,000.00	8%	Develop performance measures for transit and other modes.
III-B-2	442500	Metropolitan Transportation Improvement Program (MTIP)	500.00	500.00	4,000.00	5,000.00	3%	Develop the Fiscal Year 2023-2032 MTIP; amend the Fiscal Year 2020-2029 MTIP as needed; continue to work with NCDOT on SPOT process.
III-C-2	442700	Environmental Justice	500.00	500.00	4,000.00	5,000.00	3%	Federal certification report recommendations; update maps and materials on locations of minority and low-income (MLI) populations; refine EJ Plan as needed; identify service inequities.
	442700	Minority Business Enterprise Planning	500.00	500.00	4,000.00	5,000.00	3%	Encourage the participation of minority-owned business enterprises in contractual and supply opportunities on an ongoing basis.
III-C-4	442612	Planning for the Elderly and Disabled	1,500.00	1,500.00	12,000.00	15,000.00	8%	Administer JARC, Section 5310 funds annually; Attend Forsyth in Motion committees.
III-C-6	442700	Public Participation	2,000.00	2,000.00	16,000.00	20,000.00	11%	Assist the general public, appointed and elected officials; provide updates for City DOT website, develop maps/materials on projects; develop advertisements, flyers, other materials for projects; continue to find ways to fully involve the public in planning.
III-C-7	442700	Private Sector Participation	100.00	100.00	800.00	1,000.00	1%	Identify methods to meaningfully involve the private sector in the planning process
III-D	442301	Statewide and Extra-Regional Planning	1,000.00	1,000.00	8,000.00	10,000.00	5%	Attend Piedmont Authority for Regional Transportation (PART) Board/Executive Staff/Committees planning, and RPO Meetings, and participate in transportation conferences.
III-E	442100	Management, Operations, and Program Support Administration	3,000.00	3,000.00	24,000.00	30,000.00	16%	Transportation planning grants administration; attend WSTA Board and Staff Meetings, DOT Staff Meetings, and TAC/TCC Meetings; assist with 2024 City Budget preparation.
Totals			\$18,925	\$18,925	151,396.58	189,246	100%	

**Winston-Salem Urban Area Metropolitan Planning Organization
 Unified Planning Work Program (UPWP)
 FTA Task Narrative Table for Fiscal Year 2023-2024
 Table 5**

March 16, 2023

1.	MPO Name	Winston-Salem Urban Area
2.	FTA Code	442400
3.	Task Code	II-A-1
4.	Title of Planning Task	Networks and Support Systems
5.	Task Objective	To collect the required data for NCDOT and FTA
6.	Tangible Product Expected	Assist WSTA/PART with route and schedule planning; collect and maintain a wide range of data for statistical measures and FTA; evaluate all WSTA/PART bus stop location data
7.	Expected Completion Date of Product(s)	June 30, 2024
8.	Previous Work	Assist WSTA/PART with route and schedule planning; collect and maintain a wide range of data for statistical measures and FTA; evaluate all WSTA/PART bus stop location data
9.	Prior FTA Funds	\$24,000.00
10.	Relationship To Other Activities	Assist WSTA and PART with their reporting requirements to NCDOT and FTA
11.	Agency Responsible for Task Completion	Winston-Salem DOT, Winston-Salem Transit Authority
12.	HPR - Highway - NCDOT 20%	
13.	HPR - Highway - FHWA 80%	
14.	Section 104 (f) PL Local 20%	
15.	Section 104 (f) PL FHWA 80%	
16.	Section 5303 Local 10%	\$1,000.00
17.	Section 5303 NCDOT 10%	\$1,000.00
18.	Section 5303 FTA 80%	\$8,196.58
19.	Section 5307 Transit - Local 10%	
20.	Section 5307 Transit - NCDOT 10%	
21.	Section 5307 Transit - FTA 80%	
22.	Additional Funds - Local 100%	

**Winston-Salem Urban Area Metropolitan Planning Organization
Unified Planning Work Program (UPWP)
FTA Task Narrative Table for Fiscal Year 2023-2024
Table 5**

March 16, 2023

1.	MPO Name	Winston-Salem Urban Area
2.	FTA Code	442301
3.	Task Code	II-B-1
4.	Title of Planning Task	Targeted Planning
5.	Task Objective	Assist with Congestion Management Strategies and other mobility planning; administer All CMAQ/STBG-DA Projects
6.	Tangible Product Expected	Assist with Congestion Management Strategies and other mobility planning; administer All CMAQ/STBG-DA Projects
7.	Expected Completion Date of Product(s)	June 30, 2024
8.	Previous Work	Assist with Congestion Management Strategies and other mobility planning. Analyze and compare fuel consumption and emissions utilizing different transportation modes and alternative fuels
9.	Prior FTA Funds	\$8,000.00
10.	Relationship To Other Activities	Coordination with the highway planning activities
11.	Agency Responsible for Task Completion	Winston-Salem DOT
12.	HPR - Highway - NCDOT 20%	
13.	HPR - Highway - FHWA 80%	
14.	Section 104 (f) PL Local 20%	
15.	Section 104 (f) PL FHWA 80%	
16.	Section 5303 Local 10%	\$1,300.00
17.	Section 5303 NCDOT 10%	\$1,300.00
18.	Section 5303 FTA 80%	\$10,400.00
19.	Section 5307 Transit - Local 10%	
20.	Section 5307 Transit - NCDOT 10%	
21.	Section 5307 Transit - FTA 80%	
22.	Additional Funds - Local 100%	

**Winston-Salem Urban Area Metropolitan Planning Organization
Unified Planning Work Program (UPWP)
FTA Task Narrative Table for Fiscal Year 2023-2024
Table 5**

March 16, 2023

1.	MPO Name	Winston-Salem Urban Area
2.	FTA Code	442301
3.	Task Code	II-B-2
4.	Title of Planning Task	Regional Planning
5.	Task Objective	Roll out of new route and updated routes for WSTA
6.	Tangible Product Expected	Implement strategies from WSTA's/PART's Strategic Plan; assist WSTA with new route and schedule planning; assist PART with bus/rail engineering studies and planning; Preparation of Long Range plans (CTP/MTP);
7.	Expected Completion Date of Product(s)	June 30, 2024
8.	Previous Work	Implement strategies from WSTA's/PART's Strategic Plan; assist WSTA with new route and schedule planning; assist PART with bus/rail engineering studies and planning; continue transit integration with intercity and Southeast High Speed Rail planning; assist with Winston-Salem Union Station transit center planning
9.	Prior FTA Funds	\$30,600.00
10.	Relationship To Other Activities	Coordination with the highway planning activities
11.	Agency Responsible for Task Completion	Winston-Salem DOT
12.	HPR - Highway - NCDOT 20%	
13.	HPR - Highway - FHWA 80%	
14.	Section 104 (f) PL Local 20%	
15.	Section 104 (f) PL FHWA 80%	
16.	Section 5303 Local 10%	\$1,500.00
17.	Section 5303 NCDOT 10%	\$1,500.00
18.	Section 5303 FTA 80%	\$12,000.00
19.	Section 5307 Transit - Local 10%	
20.	Section 5307 Transit - NCDOT 10%	
21.	Section 5307 Transit - FTA 80%	
22.	Additional Funds - Local 100%	

**Winston-Salem Urban Area Metropolitan Planning Organization
Unified Planning Work Program (UPWP)
FTA Task Narrative Table for Fiscal Year 2023-2024
Table 5**

March 16, 2023

1.	MPO Name	Winston-Salem Urban Area
2.	FTA Code	442302
3.	Task Code	II-B-3
4.	Title of Planning Task	Special Studies
5.	Task Objective	Manage TOD Grant study, WSTA Hampton haith Building Study, WSTA Route Study, as well as others. Assist with Small area Plans.
6.	Tangible Product Expected	Manage TOD Grant study, WSTA Hampton haith Building Study, WSTA Route Study, as well as others. Assist with Small area Plans.
7.	Expected Completion Date of Product(s)	June 30, 2024
8.	Previous Work	NA
9.	Prior FTA Funds	\$88,528
10.	Relationship To Other Activities	Coordination with the highway planning activities
11.	Agency Responsible for Task Completion	Winston-Salem DOT
12.	HPR - Highway - NCDOT 20%	
13.	HPR - Highway - FHWA 80%	
14.	Section 104 (f) PL Local 20%	
15.	Section 104 (f) PL FHWA 80%	
16.	Section 5303 Local 10%	\$3,000.00
17.	Section 5303 NCDOT 10%	\$3,000.00
18.	Section 5303 FTA 80%	\$24,000.00
19.	Section 5307 Transit - Local 10%	
20.	Section 5307 Transit - NCDOT 10%	
21.	Section 5307 Transit - FTA 80%	
22.	Additional Funds - Local 100%	

**Winston-Salem Urban Area Metropolitan Planning Organization
Unified Planning Work Program (UPWP)
FTA Task Narrative Table for Fiscal Year 2023-2024
Table 5**

March 16, 2023

1.	MPO Name	Winston-Salem Urban Area
2.	FTA Code	442100
3.	Task Code	III-A-1
4.	Title of Planning Task	Unified Planning Work Program (UPWP)
5.	Task Objective	To complete the development of the Fiscal Year 2023-2024 UPWP
6.	Tangible Product Expected	Develop Fiscal Year 2024-2025 UPWP; amend Fiscal Year 2023-2024 UPWP, Prospectus as needed; complete annual transportation planning process self-certification for MPO
7.	Expected Completion Date of Product(s)	June 30, 2024
8.	Previous Work	Annual UPWPs
9.	Prior FTA Funds	\$24,000.00
10.	Relationship To Other Activities	Coordination with the highway planning activities
11.	Agency Responsible for Task Completion	Winston-Salem DOT
12.	HPR - Highway - NCDOT 20%	
13.	HPR - Highway - FHWA 80%	
14.	Section 104 (f) PL Local 20%	
15.	Section 104 (f) PL FHWA 80%	
16.	Section 5303 Local 10%	\$1,500.00
17.	Section 5303 NCDOT 10%	\$1,500.00
18.	Section 5303 FTA 80%	\$12,000.00
19.	Section 5307 Transit - Local 10%	
20.	Section 5307 Transit - NCDOT 10%	
21.	Section 5307 Transit - FTA 80%	
22.	Additional Funds - Local 100%	

**Winston-Salem Urban Area Metropolitan Planning Organization
Unified Planning Work Program (UPWP)
FTA Task Narrative Table for Fiscal Year 2023-2024**

Table 5

March 16, 2023

1.	MPO Name	Winston-Salem Urban Area
2.	FTA Code	442100
3.	Task Code	III-A-2
4.	Title of Planning Task	Metrics and Performance Measures
5.	Task Objective	Develop performance measures for transit and other modes
6.	Tangible Product Expected	Develop performance measures for transit and other modes
7.	Expected Completion Date of Product(s)	June 30, 2024
8.	Previous Work	Develop performance measures for transit and other modes
9.	Prior FTA Funds	\$24,000.00
10.	Relationship To Other Activities	Coordination with the highway planning activities
11.	Agency Responsible for Task Completion	Winston-Salem DOT
12.	HPR - Highway - NCDOT 20%	
13.	HPR - Highway - FHWA 80%	
14.	Section 104 (f) PL Local 20%	
15.	Section 104 (f) PL FHWA 80%	
16.	Section 5303 Local 10%	\$1,500.00
17.	Section 5303 NCDOT 10%	\$1,500.00
18.	Section 5303 FTA 80%	\$12,000.00
19.	Section 5307 Transit - Local 10%	
20.	Section 5307 Transit - NCDOT 10%	
21.	Section 5307 Transit - FTA 80%	
22.	Additional Funds - Local 100%	

**Winston-Salem Urban Area Metropolitan Planning Organization
Unified Planning Work Program (UPWP)
FTA Task Narrative Table for Fiscal Year 2023-2024
Table 5**

March 16, 2023

1.	MPO Name	Winston-Salem Urban Area
2.	FTA Code	442500
3.	Task Code	III-B-2
4.	Title of Planning Task	Metropolitan Transportation Improvement Program (MTIP)
5.	Task Objective	Complete developing the Fiscal Year 2023-2032 MTIP; amend the Fiscal Year 2020-2029 MTIP as needed; continue to work with NCDOT on SPOT process;
6.	Tangible Product Expected	Complete developing the Fiscal Year 2023-2032 MTIP; amend the Fiscal Year 2020-2029 MTIP as needed; continue to work with NCDOT on SPOT process;
7.	Expected Completion Date of Product(s)	June 30, 2024
8.	Previous Work	Ongoing
9.	Prior FTA Funds	\$4,800.00
10.	Relationship To Other Activities	The City of Winston-Salem's Capital Improvement Program (CIP)
11.	Agency Responsible for Task Completion	Winston-Salem DOT
12.	HPR - Highway - NCDOT 20%	
13.	HPR - Highway - FHWA 80%	
14.	Section 104 (f) PL Local 20%	
15.	Section 104 (f) PL FHWA 80%	
16.	Section 5303 Local 10%	\$500.00
17.	Section 5303 NCDOT 10%	\$500.00
18.	Section 5303 FTA 80%	\$4,000.00
19.	Section 5307 Transit - Local 10%	
20.	Section 5307 Transit - NCDOT 10%	
21.	Section 5307 Transit - FTA 80%	
22.	Additional Funds - Local 100%	

**Winston-Salem Urban Area Metropolitan Planning Organization
 Unified Planning Work Program (UPWP)
 FTA Task Narrative Table for Fiscal Year 2023-2024
 Table 5**

March 16, 2023

1.	MPO Name	Winston-Salem Urban Area
2.	FTA Code	442700
3.	Task Code	III-C-2
4.	Title of Planning Task	Environmental Justice (EJ)
5.	Task Objective	Ensure federal Title VI laws are enforced with transportation planning
6.	Tangible Product Expected	Implement the Federal certification report recommendations; update maps and materials on locations of minority and low-income (MLI) populations; refine EJ Plan as needed; identify service inequities
7.	Expected Completion Date of Product(s)	June 30, 2024
8.	Previous Work	Ongoing
9.	Prior FTA Funds	\$8,000.00
10.	Relationship To Other Activities	Necessary for the delivery goals outlined in the Transit Section of the 2045 Metropolitan Transportation Plan and the 2020-2029 Metropolitan Transportation Improvement Program
11.	Agency Responsible for Task Completion	Winston-Salem DOT
12.	HPR - Highway - NCDOT 20%	
13.	HPR - Highway - FHWA 80%	
14.	Section 104 (f) PL Local 20%	
15.	Section 104 (f) PL FHWA 80%	
16.	Section 5303 Local 10%	\$500.00
17.	Section 5303 NCDOT 10%	\$500.00
18.	Section 5303 FTA 80%	\$4,000.00
19.	Section 5307 Transit - Local 10%	
20.	Section 5307 Transit - NCDOT 10%	
21.	Section 5307 Transit - FTA 80%	
22.	Additional Funds - Local 100%	

**Winston-Salem Urban Area Metropolitan Planning Organization
 Unified Planning Work Program (UPWP)
 FTA Task Narrative Table for Fiscal Year 2023-2024
 Table 5**

March 16, 2023

1.	MPO Name	Winston-Salem Urban Area
2.	FTA Code	442700
3.	Task Code	III-C-3
4.	Title of Planning Task	Minority Business Enterprise Planning
5.	Task Objective	Encourage the participation of minority-owned business enterprises in contractual and supply opportunities on an ongoing basis.
6.	Tangible Product Expected	Reports on DBE participation
7.	Expected Completion Date of Product(s)	June 30, 2024
8.	Previous Work	N/A
9.	Prior FTA Funds	\$0.00
10.	Relationship To Other Activities	Coordination with the highway planning activities
11.	Agency Responsible for Task Completion	Winston-Salem DOT
12.	HPR - Highway - NCDOT 20%	
13.	HPR - Highway - FHWA 80%	
14.	Section 104 (f) PL Local 20%	
15.	Section 104 (f) PL FHWA 80%	
16.	Section 5303 Local 10%	\$500.00
17.	Section 5303 NCDOT 10%	\$500.00
18.	Section 5303 FTA 80%	\$4,000.00
19.	Section 5307 Transit - Local 10%	
20.	Section 5307 Transit - NCDOT 10%	
21.	Section 5307 Transit - FTA 80%	
22.	Additional Funds - Local 100%	

**Winston-Salem Urban Area Metropolitan Planning Organization
Unified Planning Work Program (UPWP)
FTA Task Narrative Table for Fiscal Year 2023-2024
Table 5**

March 16, 2023

1.	MPO Name	Winston-Salem Urban Area
2.	FTA Code	442612
3.	Task Code	III-C-4
4.	Title of Planning Task	Planning for the Elderly and Disabled
5.	Task Objective	To address mobility needs of the elderly and persons of disabilities
6.	Tangible Product Expected	Administer JARC, Section 5310 funds annually; attend regular BeHealthy Coalition meetings; participate in Step Up Forsyth!, Forsyth in Motion committees
7.	Expected Completion Date of Product(s)	June 30, 2024
8.	Previous Work	Created the Human Service Transportation Plan; administered JARC, New Freedom funds annually; attended regular BeHealthy Coalition meetings; participated in Step Up Forsyth!, Forsyth in Motion committees
9.	Prior FTA Funds	\$12,000.00
10.	Relationship To Other Activities	Necessary for the delivery goals outlined in the Transit Section of the 2045 Metropolitan Transportation Plan and the 2020-2029 Metropolitan Transportation Improvement Program
11.	Agency Responsible for Task Completion	Winston-Salem DOT
12.	HPR - Highway - NCDOT 20%	
13.	HPR - Highway - FHWA 80%	
14.	Section 104 (f) PL Local 20%	
15.	Section 104 (f) PL FHWA 80%	
16.	Section 5303 Local 10%	\$1,500.00
17.	Section 5303 NCDOT 10%	\$1,500.00
18.	Section 5303 FTA 80%	\$12,000.00
19.	Section 5307 Transit - Local 10%	
20.	Section 5307 Transit - NCDOT 10%	
21.	Section 5307 Transit - FTA 80%	
22.	Additional Funds - Local 100%	

**Winston-Salem Urban Area Metropolitan Planning Organization
Unified Planning Work Program (UPWP)
FTA Task Narrative Table for Fiscal Year 2023-2024**

Table 5

March 16, 2023

1.	MPO Name	Winston-Salem Urban Area
2.	FTA Code	442700
3.	Task Code	III-C-6
4.	Title of Planning Task	Public Participation
5.	Task Objective	To find ways to fully involve the public in the planning process
6.	Tangible Product Expected	Assist the general public, appointed and elected officials; provide updates for City DOT website, develop maps/materials on projects; develop advertisements, flyers, other materials for projects; continue to find ways to fully involve the public in planning
7.	Expected Completion Date of Product(s)	June 30, 2024
8.	Previous Work	Assist the general public, appointed and elected officials; provide updates for City DOT website, develop maps/materials on projects; develop advertisements, flyers, other materials for projects; continue to find ways to fully involve the public in planning
9.	Prior FTA Funds	\$24,000.00
10.	Relationship To Other Activities	Interrelates with other elements in the Unified Planning Work Program
11.	Agency Responsible for Task Completion	Winston-Salem DOT
12.	HPR - Highway - NCDOT 20%	
13.	HPR - Highway - FHWA 80%	
14.	Section 104 (f) PL Local 20%	
15.	Section 104 (f) PL FHWA 80%	
16.	Section 5303 Local 10%	\$2,000.00
17.	Section 5303 NCDOT 10%	\$2,000.00
18.	Section 5303 FTA 80%	\$16,000.00
19.	Section 5307 Transit - Local 10%	
20.	Section 5307 Transit - NCDOT 10%	
21.	Section 5307 Transit - FTA 80%	
22.	Additional Funds - Local 100%	

**Winston-Salem Urban Area Metropolitan Planning Organization
 Unified Planning Work Program (UPWP)
 FTA Task Narrative Table for Fiscal Year 2023-2024
 Table 5**

March 16, 2023

1.	MPO Name	Winston-Salem Urban Area
2.	FTA Code	442700
3.	Task Code	III-C-7
4.	Title of Planning Task	Private Sector Participation
5.	Task Objective	To find ways to fully involve the private sector in the planning process
6.	Tangible Product Expected	Develop Public-Private partnership strategies and meetings for transit related projects, assist business community with public-private partnership opportunities
7.	Expected Completion Date of Product(s)	June 30, 2024
8.	Previous Work	Ongoing
9.	Prior FTA Funds	\$800.00
10.	Relationship To Other Activities	Interrelates with other elements in the Unified Planning Work Program
11.	Agency Responsible for Task Completion	Winston-Salem DOT
12.	HPR - Highway - NCDOT 20%	
13.	HPR - Highway - FHWA 80%	
14.	Section 104 (f) PL Local 20%	
15.	Section 104 (f) PL FHWA 80%	
16.	Section 5303 Local 10%	\$100.00
17.	Section 5303 NCDOT 10%	\$100.00
18.	Section 5303 FTA 80%	\$800.00
19.	Section 5307 Transit - Local 10%	
20.	Section 5307 Transit - NCDOT 10%	
21.	Section 5307 Transit - FTA 80%	
22.	Additional Funds - Local 100%	

**Winston-Salem Urban Area Metropolitan Planning Organization
Unified Planning Work Program (UPWP)
FTA Task Narrative Table for Fiscal Year 2023-2024
Table 5**

March 16, 2023

1.	MPO Name	Winston-Salem Urban Area
2.	FTA Code	442301
3.	Task Code	III-D
4.	Title of Planning Task	Statewide and Extra-Regional Planning
5.	Task Objective	To coordinate all transit planning activities in the MPO
6.	Tangible Product Expected	Piedmont Authority for Regional Transportation (PART) Board/Executive Staff/Committees planning, and RPO Meetings
7.	Expected Completion Date of Product(s)	June 30, 2024
8.	Previous Work	Piedmont Authority for Regional Transportation (PART) Board/Executive Staff/Committees planning, and RPO Meetings
9.	Prior FTA Funds	\$8,000.00
10.	Relationship To Other Activities	Coordinates transportation planning efforts locally with transportation efforts regionally and statewide
11.	Agency Responsible for Task Completion	Winston-Salem DOT
12.	HPR - Highway - NCDOT 20%	
13.	HPR - Highway - FHWA 80%	
14.	Section 104 (f) PL Local 20%	
15.	Section 104 (f) PL FHWA 80%	
16.	Section 5303 Local 10%	\$1,000.00
17.	Section 5303 NCDOT 10%	\$1,000.00
18.	Section 5303 FTA 80%	\$8,000.00
19.	Section 5307 Transit - Local 10%	
20.	Section 5307 Transit - NCDOT 10%	
21.	Section 5307 Transit - FTA 80%	
22.	Additional Funds - Local 100%	

**Winston-Salem Urban Area Metropolitan Planning Organization
Unified Planning Work Program (UPWP)
FTA Task Narrative Table for Fiscal Year 2023-2024
Table 5**

March 16, 2023

1.	MPO Name	Winston-Salem Urban Area
2.	FTA Code	442100
3.	Task Code	III-E
4.	Title of Planning Task	Management, Operations, and Program Support Administration
5.	Task Objective	Transportation planning grants administration; attend WSTA Board and Staff Meetings, DOT Staff Meetings, and TAC/TCC Meetings; assist with 2024 City Budget preparation
6.	Tangible Product Expected	Transportation planning grants administration; attend WSTA Board and Staff Meetings, DOT Staff Meetings, and TAC/TCC Meetings; assist with 2024 City Budget preparation
7.	Expected Completion Date of Product(s)	June 30, 2024
8.	Previous Work	WSTA BOD and Staff Mtgs.; DOT Staff Meetings, TAC/TCC Meetings, Prior Year City Budget Preparation, Submit FTA Quarterly Reports for Union Station, Stimulus, Triennial Review
9.	Prior FTA Funds	\$21,200.00
10.	Relationship To Other Activities	Implementation of the Unified Planning Work Program
11.	Agency Responsible for Task Completion	Winston-Salem DOT
12.	HPR - Highway - NCDOT 20%	
13.	HPR - Highway - FHWA 80%	
14.	Section 104 (f) PL Local 20%	
15.	Section 104 (f) PL FHWA 80%	
16.	Section 5303 Local 10%	\$3,000.00
17.	Section 5303 NCDOT 10%	\$3,000.00
18.	Section 5303 FTA 80%	\$24,000.00
19.	Section 5307 Transit - Local 10%	
20.	Section 5307 Transit - NCDOT 10%	
21.	Section 5307 Transit - FTA 80%	
22.	Additional Funds - Local 100%	

**Winston-Salem Urban Area Metropolitan Planning Organization
Unified Planning Work Program (UPWP)
Five Year Planning Calendar for Fiscal Years 2023-2029**

Table 6

March 16, 2023

Task Code	Prospectus Task Code Titles	Task Description					
			2023 - 2024	2024 - 2025	2025 - 2026	2026 - 2027	2027 - 2028
II-A-1							
	<i>Traffic Volume Counts</i>	1. Produce new Average Daily Traffic count maps, tables 2. Conduct traffic counts and turning movement counts as needed for CMP planning					
	<i>Street System Changes</i>	1. Review street closure and abandonment petitions as needed					
	<i>Traffic Crashes</i>	1. Collect traffic crash data for vehicles, bicyclists, pedestrians 2. Analyze traffic crash data, use in project funding analysis 3. Conduct small traffic engineering studies as needed 4. Assist with traffic calming project reviews as needed					
	<i>Transit System Data</i>	1. Collect/maintain WSTA vehicle fleet data characteristics 2. Collect/maintain WSTA route/schedule data characteristics including bus stop characteristics 3. Collect/maintain WSTA passenger data characteristics 4. Collect required statistical data for NCDOT and FTA					
	<i>Bicycle and Pedestrian Facilities Inventory</i>	1. Update maps/tables of all bicycle, greenway, sidewalk and pedestrian facilities 2. Conduct field work as needed with GPS					
	<i>Collection of Network Data</i>	1. Update maps/tables of the street and highway network's physical and operational characteristics, adjust CTP as needed 2. Analyze problems and conditions of the street and highway network and develop recommendations for improvements					
II-A-2							
	<i>Dwelling Unit, Population and Employment Changes</i>	1. Complete monthly zoning, subdivision and final development plan reviews and special studies for CCPB, other municipalities 2. Monitor changes in dwelling units, population and employment through building and demolition permits					

**Winston-Salem Urban Area Metropolitan Planning Organization
 Unified Planning Work Program (UPWP)
 Five Year Planning Calendar for Fiscal Years 2023-2029**

Table 6

March 16, 2023

Task Code	Prospectus Task Code Titles	Task Description					
			2023 - 2024	2024 - 2025	2025 - 2026	2026 - 2027	2027 - 2028
II-A-3							
	<i>Travel Model Updates</i>	1. Provide funds to PART for consultants to update the TRANSCAD and other regional travel demand model					
		2. Assist Model Team/consultant with various tasks during update					
	<i>Forecasts of Future Travel Patterns</i>	1. Conduct modeling of different land use scenarios to gauge their impact on the street and highway network					
	<i>Financial Planning</i>	1. Plan the use of available STBG-DA, CMAQ, etc. funds					
II-B-1							
	<i>Air Quality Planning/Conformity Analysis</i>	1. Conduct and review all air quality determination reports for CMAQ projects					
	<i>Congestion Management Strategies</i>	1. Continue to update/implement a Congestion Management Process (CMP) Plan, complete biennial report					

**Winston-Salem Urban Area Metropolitan Planning Organization
Unified Planning Work Program (UPWP)
Five Year Planning Calendar for Fiscal Years 2023-2029**

Table 6

March 16, 2023

Task Code	Prospectus Task Code Titles	Task Description					
			2023 - 2024	2024 - 2025	2025 - 2026	2026 - 2027	2027 - 2028
II-B-2							
	<i>Community Goals and Objectives</i>	1. Assist in the development of the goals, objectives and policies in the CCPB area and corridor plans.					
	<i>Highway Element of the CTP/MTP</i>	1. Refine the CTP Street and Highway Technical Report					
		2. Manage the Street and Highway Planning Subcommittee work					
		3. Identify future changes to CTP system for expanded MPO					
	<i>Transit Element of the CTP/MTP</i>	1. Implement strategies from WSTA's Strategic Plan					
		2. Evaluate/design all proposed WSTA bus stop locations					
	<i>Bicycle and Pedestrian Element of the CTP/MTP</i>	1. Manage the Bicycle and Greenway Planning and the Sidewalk and Pedestrian Facilities Planning Subcommittees					
		2. Maintain/update bicycle, sidewalk, greenway plans as needed					
		3. Implement bike, greenway, sidewalk programs and projects					
		4. Conduct needed greenway feasibility and engineering studies					
	<i>Collector Street Element of the CTP/MTP</i>	1. Update plan as needed					
	<i>Rail, Waterway, or Other Mode of the CTP/MTP</i>	1. Seek ways to bring passenger rail to the MPO					
II-B-3							
		1. Conduct feasibility studies/ corridor assessments as appropriate for project development and planning purposes.					
		2. Assist MPO members with STBG-DA funded projects process					

**Winston-Salem Urban Area Metropolitan Planning Organization
 Unified Planning Work Program (UPWP)
 Five Year Planning Calendar for Fiscal Years 2023-2029**

Table 6

March 16, 2023

Task Code	Prospectus Task Code Titles	Task Description					
			2023 - 2024	2024 - 2025	2025 - 2026	2026 - 2027	2027 - 2028
III-A-1							
	<i>Development of UPWP and Five-Year Work Plan</i>	Develop Fiscal Year 2024-2025 UPWP and five-year work plan and amend Fiscal Year 2023-2024 UPWP as needed. Amend Prospectus as needed. Complete annual self-certification for MPO's transportation planning process.					
III-A-2							
		1. Develop performance measures for transit and other modes					
III-B-1							
		Continue P 7.0 process.					
III-B-2							
		Program and administer STBG-DA, CMAQ and TA funds for various bicycle, greenway, sidewalk and pedestrian facilities, intersection improvements and small roadway projects; assist MPO jurisdictions with these processes. STIP amendments and modifications as needed.					
III-B-3							
	<i>Merger Process</i>	1. Participate in NCDOT's Merger Team process meetings as needed					
	<i>Feasibility Studies</i>	1. Participate in NCDOT's feasibility studies as needed					

**Winston-Salem Urban Area Metropolitan Planning Organization
 Unified Planning Work Program (UPWP)
 Five Year Planning Calendar for Fiscal Years 2023-2029**

Table 6

March 16, 2023

Task Code	Prospectus Task Code Titles	Task Description					
			2023 - 2024	2024 - 2025	2025- 2026	2026- 2027	2027 2028
III-C-1							
		Implement the Federal certification report recommendations. Update maps and materials on locations of minority and low-income (MLI) populations.					
III-C-2							
		1. Update maps of minority and low-income (MLI) populations					
		2. Update the MPO's EJ Plan; identify service inequities					
III-C-4							
		Administer JARC, Section 5310 funds annually					
III-C-6							
		Continue to provide for an open exchange of information and ideas between the public and transportation decision-makers.					
III-C-7							
		Develop public-private partnership strategies and meetings for transit related projects; assist business community with public-private partnership opportunities					
III-D							
	<i>Statewide and Extra-Regional Planning</i>						
	<i>Statewide and Federal Policy Development and Implementation</i>	Review proposed federal transportation legislation, other legislation. Attend Annual TRB, TRB Committees, etc. conferences					

**Winston-Salem Urban Area Metropolitan Planning Organization
 Unified Planning Work Program (UPWP)
 Five Year Planning Calendar for Fiscal Years 2023-2029**

Table 6

March 16, 2023

Task Code	Prospectus Task Code Titles	Task Description	2023 -	2024 -	2025 -	2026 -	2027
			2024	2025	2026	2027	2028
III-E							
	<i>Board Support</i>	Management and operations includes items such as such as: 1) general MPO administration including conducting TAC and TCC meetings and associated material and presentation development; 2) a continuing evaluation of administrative practices and the review and implementation of MPO process enhancements; 3) staff development through professional training courses, seminars, and conferences; 4) subscriptions to professional publications and professional organizational dues; 5) the acquisition of needed software, books, equipment and other materials; and 6) other MPO capacity-building efforts for the TAC, TCC and MPO staff; 7) Provide assistance to other groups and standing committees; 8) Provide Technical assistance for each MPO municipality.					