

2024-2025 Work Program for Southeast Michigan



SEMCOG . . . *Developing Regional Solutions*

Mission

SEMCOG, the Southeast Michigan Council of Governments, is the only organization in Southeast Michigan that brings together all governments to develop regional solutions for both now and in the future. SEMCOG:

- Promotes informed decision making to improve Southeast Michigan and its local governments by providing insightful data analysis and direct assistance to member governments;
- Promotes the efficient use of tax dollars for infrastructure investment and governmental effectiveness;
- Develops regional solutions that go beyond the boundaries of individual local governments; and
- Advocates on behalf of Southeast Michigan in Lansing and Washington

2024-2025 Work Program for Southeast Michigan

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Abstract

This *2024-2025 Work Program for Southeast Michigan* is the annual Unified Work Program for Southeast Michigan for the July 1, 2024 through June 30, 2025 fiscal year. It is intended to meet the requirements of 23CFR 450.308. It serves as the basis for all SEMCOG activities, planning work of transportation planning partners, and is the foundation of grant applications and interagency financial pass-through arrangements.

Este *Programa de Trabajo para el Sudeste de Michigan 2024-2025* es el Programa Anual de Trabajo Unificado para el Sudeste de Michigan para el año fiscal que corre desde el 1ro de julio del 2024 hasta el 30 de junio del 2025. Se pretende cumplir con los requerimientos de 23CFR 450.308. Sirve como base para todas las actividades de SEMCOG, el trabajo de planificación de los socios de planificación de transporte, y es la base de las solicitudes de subsidios y los acuerdos de un fideicomiso entre agencias.

برنامج العمل للعام 2024-2025 لجنوب شرق ميشيغان هو برنامج العمل السنوي الموحد لجنوب شرق ميشيغان للسنة المالية الممتدة من 1 تموز (يوليو) 2024 يونيو 30 أيار (يونيو) 2025.

الغرض منه هو تلبية متطلبات قانون اللوائح الفيدرالية المرقم 450.308CFR23.

وهو بمثابة الأساس لجميع أنشطة مجلس حكومات جنوب شرق ميشيغان (SEMCOG)، والتخطيط لأعمال شركاء تخطيط النقل، وهو أساس طلبات الحصول على المنح والترتيبات المالية بين الوك

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Introduction and Background

This document is SEMCOG's Annual Unified Planning Work Program for Southeast Michigan for Fiscal Year 2024-2025. It is intended to meet the requirements of 23 CFR 450.308. It serves as the basis for all SEMCOG staff work, planning work of transportation planning partners, and is the foundation of grant applications and interagency financial pass-through arrangements in Southeast Michigan.

The document contains:

- background information,
- a discussion of issues facing the region,
- framework for regional decision making,
- specific task activities and budgets for SEMCOG,
- specific task activities and budgets for pass-through agencies, and
- related transportation planning activities.

Background

SEMCOG, the Southeast Michigan Council of Governments, is a voluntary association bringing together all levels of local government in Southeast Michigan. The Southeast Michigan region is comprised of Livingston, Macomb, Monroe, Oakland, St. Clair, Washtenaw, and Wayne Counties. The region is 4,600 square miles and has a population of 4.8 million people.

SEMCOG is enabled by Act 281, P.A. 1945 as amended. The organization's bylaws were adopted in June of 1967, and the organization began operation in 1968. In creating SEMCOG, the preamble of the bylaws states the following:

It is hereby declared and affirmed that the local units of government in Southeast Michigan, which include cities and villages, townships, counties, intermediate school districts and community colleges, have many common concerns transcending their individual borders; that the destiny of each unit rests with the interdependent actions of the family of local governments comprising the Southeast Michigan metropolitan area; that it is vital to retain local home rule while combining resources to meet area wide challenges beyond the capabilities of individual units; that expanding the concept of voluntary cooperation among local units of government is an effective means of achieving this vital goal; and that cooperation must be fostered in two ways, by strengthening the abilities of local governments to meet individual local needs and by developing a voluntary association of local governments to meet common regional concerns.

In implementing the vision set forth in the preamble of the bylaws, these are SEMCOG's primary functions:

- Promoting informed decision making to improve Southeast Michigan and its local governments by providing insightful data analysis and direct assistance to member governments;
- Promoting the efficient use of tax dollars for infrastructure investment and governmental effectiveness;
- Developing regional solutions that go beyond the boundaries of individual local governments; and
- Advocating on behalf of Southeast Michigan in Lansing and Washington.

Further, SEMCOG has been designated by State and federal agencies to perform various planning and intergovernmental functions. These designations are:

- Under the State of Michigan designation of Planning and Development Regions pursuant to Michigan Act 281 of 1945 as amended, SEMCOG carries out multi-purpose regional planning.
- As the designated Metropolitan Planning Organization (MPO) under section 134 of the Federal Aid Highway Act as amended, SEMCOG is responsible for transportation planning. This responsibility includes coordinating the implementation of regional plans by operating agencies.
- As the designated agency under Section 208 of the Federal Pollution Control Act of 1972, SEMCOG is responsible for maintaining the regional water quality plan.
- As the designated area wide air quality planning agency under the Clean Air Act amendments of 1977, SEMCOG has responsibility for development and revisions to the State Implementation Plan to meet air quality standards.

Regional Realities: The Issues Facing Southeast Michigan

Before the COVID-19 pandemic began in early 2020, Southeast Michigan's economy had emerged from the "Great Recession" of 2007-09, which was the most catastrophic economic period in living memory. The recovery since 2010 had been strong. The region was regaining jobs it lost over the prior decade. In concert with the employment gains, the unemployment rate plummeted from more than 13% in 2010 to less than 4% in the first quarter of 2020. Unemployment then increased sharply to over 23% due to pandemic lockdowns. It reduced to 4.4% recently, which was close to the pre-pandemic level. A more significant challenge facing the region now is a multi-sector workforce shortage, as with the rest of the nation. Population grew between 2010 and 2020 by 2.7%, or 125,680 people. However, the region lost people after 2020 due to lower natural growth (i.e., low birth rate and high death rate) and lack of in-migration.

There are headwinds when we move forward. For example, domestic automobile sales have declined from over 18.2 million to approximately 15.3 million annually because of disruptions to the supply chain. Where Southeast Michigan's regional economy goes from here will be determined by: how supply chain issues are resolved; changes to the U.S. economy, including controlling for inflation; the evolution of the auto industry, particularly transitioning to electric vehicles; and by the investments local communities make – particularly in human capital, to

diversify the economy into areas that show promise for future growth and prosperity, and for which the region has supporting assets.

With its fundamentals in place, the overarching goal of SEMCOG's long-range forecast of population, households, and jobs is to provide an understanding of the region's future economic and demographic outlook and the coming challenges facing the region. The forecast for the region provides the base data for SEMCOG's long-range planning activities. The 2050 forecast, a 30-year outlook for future demographic and socioeconomic changes in communities across the region, will provide the best base for integrated planning for transportation, water, sewer, and other infrastructure planning vital to the region's future success.

According to SEMCOG's current economic and demographic outlook for Southeast Michigan through 2050, growth will be sustained. However, growth will occur at a moderate pace for the region's population and labor market over the next 30 years, much more subdued than what we saw prior to the extended downturn in the first decade of the 21st century. There are several challenges on the horizon, not the least of which is the prospect of substantial labor shortages. A shortage of people with skills that mesh with the evolving knowledge- and information-based economy will be spurred by the dramatic aging of the population as the baby boomer generation enters retirement years. Accelerating growth in the over-65 population and relatively low in-migration rates for young adults will put a cap on the region's ability to expand, compounded by any policies that significantly limit the number of documents to be issued for immigration into the United States. It is particularly critical for the region to step up investment in its human capital and, given the local economy's vulnerability to the vagaries of the auto industry, it is also important to seek out greater economic diversification into areas that show promise for future growth and prosperity. The 2050 forecast reinforces and sheds new light on these critical issues facing the region.

Demographic trends

The fundamental driver in determining longer-term prospects for the region is the amalgam of its demographic trends. These trends create a constraining factor on labor force size and growth, as well as an influence on the extent and distribution of consumer purchases. Between 1990 and 2001, the region's population grew at an average rate of 0.49% per year. Between 2001 and 2011, it declined 0.31% per year. Census 2020 indicates that the SEMCOG region's population is almost back to its 2001 peak of over 4.8 million. Although the region lost population again after 2020 Census, the region's population is expected to grow modestly in the long term. By 2050, it will reach 5.1 million. Population growth in the United States after 2020 will be only about half what it was between 1990 and 2000. Population growth in Southeast Michigan post-2020 will be weaker than that, growing about 0.22% per year over the next 30 years. Underlying many of the population trends is the dramatic aging of the population. This is the case for the United States as a whole, but Southeast Michigan has a greater proportion of baby boomers than the nation. The number of Southeast Michigan residents aged 24 and younger is expected to decline by 92,310, or -6.3%, between 2020 and 2050; the population aged 25-64 only increases by 2.3%. Meanwhile, the region's population aged 65 and older grows by 37.3% over this period. Much of this growth occurs in the population aged 85 and older, which increases by 139%.

The prime-working-age-population cohort, those aged 25-64, is expected to shrink from 52.6% of the region's population to 50.9% between 2020 and 2050. For a statistic where a one-percentage-point change is notable, this represents a significant transformation in the age distribution of the region's population. Components contributing to sluggish population growth among the working-age population – the relatively low rate of in-migration of young adults and the aging of a

disproportionately large share of the population into the typical retirement years – will put an increasing strain on the supply of available labor in Southeast Michigan.

Employment

Total employment, including both wage-and-salary and self-employed, continued to recover until 2019, when Southeast Michigan slightly exceeded its 2000 employment level. Total employment is recovering quickly from the COVID-19 pandemic and will grow to over 3.2 million by 2050. The future path of employment in the region is the net result of the outlooks for the industries that make up the local economy. From 2019-2050, total employment is forecast to grow by an average of 0.29% per year in the SEMCOG region, but there is a wide variation in the performance of the constituent industries. The strongest growth is in the private education and health services industry category, dominated by the health care segment and expected to expand at a rate of 0.73% per year. The major knowledge economy service industries (information, finance and insurance, professional services, and company management) also have a comparatively rapid employment growth of 0.56% per year from 2019-2050. At the other side of the spectrum is manufacturing, where employment is forecast to decline on average by 0.28% per year. This does not mean that the output of local manufacturing firms will decline. But, because productivity growth in manufacturing is relatively high, employment declines despite the expansion of output. The transformation to electric vehicles will also have a negative impact on auto manufacturing employment, as fewer auto parts need to be produced and assembled for EVs. Employment also declines in retail trade over the next 30 years. We expect that brick-and-mortar jobs will continue to be negatively affected by the growth in online shopping, along with evolving labor-saving technology. The COVID-19 pandemic has accelerated such trends.

Income

Income is another important dimension of Southeast Michigan's economic profile. Personal income per capita in the SEMCOG region had historically been substantially higher than in the United States overall. In 2000, personal income per capita for the region was 13.7% higher than for the United States. Detroit's auto-centered economy then collapsed and, by 2009, personal income per capita in Southeast Michigan had fallen to 5.6% below the national average. During the ensuing recovery from the Great Recession, the local economy outperformed the national economy so that personal income per capita in the SEMCOG region rose to be essentially on par with the nation. Growth in income per capita will be slightly stronger than the nation in the future so that by 2050, personal income per capita in Southeast Michigan is expected to exceed that of the United States by a smaller margin – 4.9%. Despite these gains, personal income per capita in Southeast Michigan relative to that of the country does not return to its 2000 peak over the forecast horizon, or to any value reached in the 1990s. It appears that the retrenchment in Southeast Michigan during the first decade of the 2000s lowered the region's standard of living relative to the nation for the lifetime of the current generation. Meanwhile, ensuring equity and shared prosperity remains a high priority. SEMCOG is currently working on updating the Shared Prosperity analysis using the latest American Community Survey (ACS) micro data.

Government fiscal capacity

Another challenge in Southeast Michigan is the fiscal capacity of local governments. Michigan's decade-long recession resulted in dramatic erosion in residential and nonresidential real estate values. While funding for COVID-19 pandemic relief was helpful, fiscal challenges remain in the longer term. Southeast Michigan's taxable value and state equalized value (SEV) dropped sharply during the recession. Despite the positive gains in the last few years, Southeast Michigan still has a long road to recovery in SEV and taxable value if measured by inflation-adjusted value. When adjusted for inflation, taxable value is still 2% below 2007 peak. The persistent high inflation rate

added uncertainty to local government finances. Such losses and uncertainties make SEMCOG and local governments continue to rethink how they deliver infrastructure and public services to residents and businesses.

Framework for Regional Decision Making

These economic, demographic, and local government fiscal trends provide context and the need for the important comprehensive planning, intergovernmental coordination, and local government assistance and capacity-building work at SEMCOG. The activities of this work program focus on these three pillars to meet our vision:

All people of Southeast Michigan benefit from a connected, thriving region of small towns, dynamic urban centers, active waterfronts, diverse neighborhoods, premiere educational institutions and abundant agricultural, recreational, and natural areas.

In order to meet this vision for Southeast Michigan, this work program focuses on the activities of SEMCOG, local governments, and our planning partners in supporting and creating:

- Unique places that offer various housing choices for a large and diverse population.
- An educated and trained workforce that supports a multi-sector economy and provides opportunities for all.
- Healthy, clean lakes, streams, air, and a connected system of trails, parks, and natural areas that support recreational and cultural amenities.
- Safe, efficient, and coordinated infrastructure systems that embrace advances in technology and focus on access for all.
- Effective local government and engaged citizenry.

The 2050 Regional Transportation Plan for Southeast Michigan (RTP) Vision 2050 was developed with this vision in mind. The following seven policies express the underlying regional values that set the framework for developing planning activities, transportation projects, and performance management included in the RTP:

- **Education** - Educate and foster collaboration among local governments, transportation agencies, utility providers, and residents to enhance knowledge about and efficiency of the transportation system.
- **Equity** - Ensure equitable access regardless of age, race, gender, ethnicity, national origin, age, physical or cognitive ability, or income.
- **Funding** - Increase funding and broaden local options to ensure adequate resources and coordination for meeting regional transportation needs to achieve fiscal sustainability.
- **Preservation** - Use asset management practices, technology, and cost-effective transportation solutions to preserve infrastructure.
- **Resilience** - Integrate infrastructure coordination, equitable stormwater management, and comprehensive resiliency planning into the transportation system to achieve greater public health and environmental benefits.
- **Safety** - Increase safety for all travelers, especially for the most vulnerable road users.

- **Shared Prosperity** - Promote a thriving regional economy by facilitating seamless movement of goods, efficient trade connections, enhancing labor mobility, and fostering tourism and local placemaking.

The FY 2024-2025 Work Program addresses both the diversity and complexity of Southeast Michigan, the state's largest metropolitan area, and the significant role the region plays with the international border and center of the nation's automotive industry.

This work program focuses on these policies and includes implementation of the Vision 2050 and FY 2023-2026 Transportation Improvement Program. It includes connections and integrations with the State of Michigan's long-range transportation plan, Michigan Mobility 2045. This work program also includes implementation of other significant and integrated planning efforts such as: the Comprehensive Economic Development Strategy for Southeast Michigan; Water Infrastructure Plan for Southeast Michigan; Transportation Safety Plan for Southeast Michigan; Bicycle and Pedestrian Mobility Plan for Southeast Michigan; Green Infrastructure Vision for Southeast Michigan; and Parks and Recreation Plan for Southeast Michigan. The work program also features SEMCOG's work on infrastructure coordination and climate resiliency, focusing on data acquisition and coordination of underground utilities with transportation infrastructure. It also includes additional work on climate resiliency and the transition to an activity-based model.

Work items also reflect and implement the requirements included in the Bipartisan Infrastructure Law. A significant emphasis of this work program is on transitioning to cleaner and more resilient mobility options, primarily supporting and enhancing the planning for electric vehicle infrastructure and alternative fuel vehicles through the lens of climate resiliency. Additionally, projects will enhance the region's Equity Emphasis Areas tool with a focus on advancing racial equity for underserved and disadvantaged communities through the Justice40 initiative. Addressing the urgent challenges of climate impacts both through greenhouse gas impacts and resiliency through our stormwater infrastructure are also significant focuses of this work program. Finally, SEMCOG will continue to expand upon work on complete streets, traffic safety, public involvement, transportation data, and other data for robust planning and the transition to an activity-based model.

SEMCOG will also continue working with and supporting the Regional Transit Authority (RTA) for Southeast Michigan.

The specific projects to be accomplished as a part of this work program reflect the various authorities, responsibilities, and resources available to SEMCOG and its regional partners:

- Detroit Department of Transportation (DDOT)
- Detroit Transportation Corporation (Detroit People Mover)
- St. Clair County Transportation Study (SCCOTS)
- Suburban Mobility Authority for Regional Transportation (SMART)
- Toledo Metropolitan Area Council of Governments (TMACOG)
- Washtenaw Area Transportation Study (WATS), including Ann Arbor Area Transportation Authority (AAATA)
- Regional Transit Authority for Southeast Michigan (RTA)
- Michigan Department of Transportation (MDOT)
- A discussion of the major work of SEMCOG's regional partners follows.

Detroit Department of Transportation

Planning activities of the Detroit Department of Transportation (DDOT) in FY 2023-2024 will be conducted in the areas of plan development, plan monitoring, service planning, plan implementation, and program administration.

- Plan development activities will include creating new planning documents and studies to provide a framework for prioritizing and implementing future service changes and enhancements; capital program development, including maintenance of an updated and fiscally constrained capital project plan; and policy review and market research to ensure that DDOT follows best practices.
- Plan monitoring activities will incorporate all data collection, analysis, monitoring, and reporting activities required to support DDOT's internal operations and FTA data reporting requirements.
- Service planning activities will consist of developing and implementing plans to enhance the fixed-route local transit network, including origin and destination, route-by-route, and demographic research.
- Plan implementation activities will support implementation of all DDOT service plans, and will include public engagement activities required to inform service planning activities and guide infrastructure investments.
- Administration activities will include submittal of DDOT's projects to SEMCOG for development of an updated Transportation Improvement Program (TIP) and Unified Work Program (UWP) for each fiscal year, as well as grants management and project oversight activities.

Detroit People Mover

The mission of the Detroit Transportation Corporation is to provide safe, reliable, efficient, and accessible rail transportation services that will serve to enhance business development and quality-of-life functions in Detroit by augmenting pedestrian travel and supporting both private conveyances and other modes of public transportation. The Detroit Transportation Corporation, City of Detroit, is owner and operator of the Detroit People Mover. The Detroit People Mover is a fully automated light rail system developed as part of a planned regional transit system. The People Mover operates on an elevated single-track loop in Detroit's central business district. The 2.9-mile system provides connections between the courts and administrative offices of several levels of government; sports arenas; exhibition centers; major hotels; and commercial, banking, and retail districts. Service is frequent, unencumbered by vehicle or pedestrian traffic, and conveniently available throughout the central business district. The integration of eight of the 13 People Mover stations into pre-existing structures links over nine million square feet that can be traversed unimpeded by outside elements.

In FY 2023-2024, the Detroit Transportation Corporation will focus on data collection and a comprehensive transportation plan

St. Clair County Transportation Study

St. Clair County is part of the Detroit Metropolitan Statistical Area (MSA). SEMCOG is designated to serve as the Metropolitan Planning Organization (MPO) for St. Clair County. The St. Clair County Transportation Study (SCCOTS) oversees the transportation planning process within the St. Clair County Metropolitan Planning Commission.

The SCCOTS program provides participating local units of government and transportation agencies access to pass-through federal and state transportation funds. Other services offered to local governments, transportation agencies, and the citizens and businesses they serve include

assistance, advice, and education on particular transportation issues, projects, and programs. The SCCOTS program is also involved with transportation-issue advocacy at the regional, state, and national levels.

Transportation policy and funding decisions made by SCCOTS committees are forwarded to SEMCOG for further action. SCCOTS activities and programs complement and enhance those of SEMCOG.

Michigan's MPOs, the FHWA, and MDOT have implemented a Memorandum of Understanding (MOU) designed to administer the transportation planning process in Michigan. In order to implement this document locally, an additional MOU codifies the relationship between SEMCOG and SCCOTS.

The Unified Work Program (UWP) provides details of the SCCOTS planning process and work scheduled for FY 2023-2024. The UWP groups the types of activities needed to maintain, update, report, implement, and administer the SCCOTS transportation planning process. This process is coordinated with SEMCOG's regional planning program.

Suburban Mobility Authority for Regional Transportation

The Suburban Mobility Authority for Regional Transportation (SMART) provides transit services for people to connect to work, school, medical appointments, shopping centers, entertainment, and cultural events.

SMART was originally created in 1967 under Public Act 204 as the Southeastern Michigan Transportation Authority (SEMTA). In 1989, Public Act 481 of 1988 amended Public Act 204, reorganizing SEMTA without the City of Detroit; SEMTA was renamed the Suburban Mobility Authority for Regional Transportation (SMART). The authority is overseen by a board of directors, which governs policies, financial resources, and the chief executive's performance.

Toledo Metropolitan Area Council of Governments

The Toledo urbanized area, as defined by the U.S. Census, includes a portion of southern Monroe County, Michigan. As mandated by Congress in Titles 23 and 49 U.S.C., the Toledo Metropolitan Area Council of Governments (TMACOG) is the designated Metropolitan Planning Organization that directs, coordinates, and administers the transportation planning process in Erie, Bedford, and Whiteford Townships of Monroe County. This planning effort is performed together with SEMCOG and local elected officials as a part of the continuing, cooperative, and comprehensive transportation planning process for the Toledo urbanized area. As FHWA apportionments to the governor of Ohio are limited to geographic boundaries of the state, pass-through funding is received from SEMCOG to conduct the planning process for the portion of the Toledo urbanized area located in Michigan.

Although almost all the work elements in TMACOG's annual work program include planning activities in Southeast Michigan, pass-through funding is only requested for three elements requiring a higher level of coordination with SEMCOG's planning program. The three work program elements relate to the long-range plan, freight planning, and nonmotorized bike/pedestrian plan activities.

Washtenaw Area Transportation Study/Ann Arbor Area Transportation Authority

For more than 40 years, the federally mandated continuing, coordinated, and comprehensive (3C) urban transportation planning process in Washtenaw County has occurred at two levels. The Washtenaw Area Transportation Study Committee (WATS) is primarily responsible for conducting transportation planning and maintaining the federal eligibility of communities and transportation providers within Washtenaw County.

The Washtenaw Area Transportation Study's membership covers approximately half of the county's townships; the Cities of Ann Arbor, Chelsea, Dexter, Milan, Saline, and Ypsilanti; the Village of Manchester; the Ann Arbor Area Transportation Authority; the University of Michigan; Eastern Michigan University; the Washtenaw County Board of Commissioners; the Washtenaw County Road Commission; and the Ann Arbor Downtown Development Authority.

Local participation in WATS began in 1965. In 1974, WATS reorganized as an inter-municipal committee under Act 200 of the Michigan Public Acts of 1957. All voting member units and agencies of government approved common resolutions of support to accomplish the reorganization. Three Memorandums of Understanding, including a Pass-Through of Funds Agreement, exist between WATS and SEMCOG. As a result, the Washtenaw Area Transportation Study functions as an independent sub-study within SEMCOG's Unified Work Program (UWP).

WATS focuses on a holistic approach to transportation planning. This includes integrating transportation and land use planning, while engaging a diverse group of members, stakeholders, and the public.

The UWP provides details of the WATS and AAATA (The RIDE) planning process and work scheduled for FY 2023-2024. The UWP is presented in five elements that group the types of activities needed to maintain, update, report, implement, and administer Washtenaw County's transportation planning process. This process is coordinated with SEMCOG's regional planning program.

Regional Transit Authority for Southeast Michigan

The Regional Transit Authority of Southeast Michigan (RTA) was established in December 2012 under the legal authority of Michigan Public Act (PA) 387. As described in its articles of incorporation, the RTA was organized to:

- establish and direct public transportation policy within a four-county region,
- apply for and distribute operating and capital assistance grants to operators of public transportation within the mission of the RTA is to manage and secure transportation resources that significantly enhance mobility options, improve quality of life for residents,
- and increase economic viability for the region. To accomplish this mission, the RTA plans for and coordinates public transportation in the four-county region of Macomb, Oakland, Washtenaw, and Wayne, including the City of Detroit.

Michigan Department of Transportation

The Michigan Department of Transportation (MDOT) element provides for development and implementation of the Unified Work Program (UWP); technical assistance and staff participation in all relevant UWP items; and coordination with applicable federal, state, regional, and local

transportation programs. The total annual budget for MDOT staff time for administration of SEMCOG's UWP for transportation activities; coordination with the Washtenaw Area Transportation Study, the St. Clair County Transportation Study, and the Toledo Metropolitan Area Council of Governments are accounted for in their proposed tasks.

This will be achieved by active administration and participation in work development of the UWP and its revisions. Federal legislation and regulations require transportation programs to use a multi-modal perspective, focus on connectivity between the transportation systems and geographic areas, a greater emphasis on intergovernmental agency cooperation, and a greater use of available tools. Technical assistance through MDOT staff participation will be provided at all appropriate steps in the overall transportation planning process. All working papers, reports, and required submittals will be reviewed by MDOT prior to their transmittal to the Federal Highway Administration; Federal Transit Authority; Environmental Protection Agency; or other federal, State, or local agencies.

Southeast Michigan Council of Governments

SEMCOG, as the regional Metropolitan Planning Organization (MPO), has the lead responsibility to ensure that the regional transportation planning process is carried out in accordance with federal and State regulations. The agencies referenced above have important roles in the transportation planning process. Their relationship with SEMCOG and their roles in the transportation planning process are identified through a series of Memorandums of Understanding (MOU).

State and federal agencies are critical to the success of regional planning efforts. These agencies participate in and fund many SEMCOG activities. As specific work projects are described, the source of funding is identified.

SEMCOG Work Tasks

This section contains detailed work task descriptions – purpose and outcome, method, and products. The tasks are organized by functional elements that reflect staff organizational groups. These elements are:

- Data Collection and Analysis
- Plan and Policy Development
- Plan Implementation
- Direct Management and Special Projects
- Support Services

For annual projects that correspond with the federal October 1-September 30 fiscal year, two project numbers are listed. One is the carryover number covering the July 1-September 30 period; the other is for the October 1-June 30 period.

The Financial Summary tables present revenues by funding agency and expenditures by object for each task and element. The following is a summary of funding sources programmed that support the tasks contained in this portion of the work program.

Federal

EDA-Economic Development Administration

The Economic Development Administration provides federal funding to enhance economic activity in the region, moving from recovery to opportunity and shared prosperity. Funds programmed are \$70,000, with a matching requirement of \$70,000 to be provided by Metropolitan Affairs Coalition.

EPA-Environmental Protection Agency

Climate Action Plan: The Environmental Protection Agency provides federal funding to develop a Priority Climate Action Plan (PCAP) and Comprehensive Climate Action Plan (CCAP) covering an eight-county region in Southeast Michigan. Funds programmed are \$272,415, no local match required.

Climate Action Plan CPRG Implementation Plan: The Environmental Protection Agency provides federal funding for CPRG General Competition for Implementation Grants, which is designed to incentivize local municipalities to apply for funding together as a coalition to implement GHG reduction measures regionally. SEMCOG will act as the lead agency for regional coordination and grant administration, in support of a project (TBD) that aligns with the priorities established in the Southeast Michigan Healthy Climate Plan. Funds programmed are \$100,000, no local match required.

GLRI: The Environmental Protection Agency provides federal funding for subaward grant program within the Southeast Michigan seven-county region. This program will allocate funds to implement green infrastructure projects that specifically reduce stormwater runoff volume, reduce untreated stormwater runoff, and help build and connect Southeast Michigan's green infrastructure network. Funds programmed are \$375,000, no local match required.

GLRI Environmental Justice: The Environmental Protection Agency provides federal funding for a competitive subaward grant program to implement green infrastructure projects that specifically reduce stormwater runoff volume into Lake Erie with emphasis on locating projects in underserved communities. Funds programmed are \$361,856, no local match required.

FHWA-Federal Highway Administration

The Federal Highway Administration provides federal funding from Protect – Discretionary Grant Program. This project will develop a Regional Resilience Improvement Plan to establish priorities and projects for strengthening multimodal resilience of surface transportation in Southeast Michigan. Funds programmed are \$415,302, no local match required.

USDOT-US Department of Transportation

Safe Streets Road Safety Audit Program and Safe Streets Implementation: The US Department of Transportation provides federal funding for implements the Safe Streets and Roads for All program by supporting infrastructure, operational, and behavioral initiatives to prevent deaths and serious injuries on roads and streets involving all roadway users, including pedestrians, bicyclists, and other vulnerable road users who are much more likely to suffer an injury or fatality in a traffic crash than occupants of a motor vehicle.

Funds programmed are \$261,966 federal, \$65,491 local match and \$1,919,733 federal, \$545,424 local match.

State

EGLE-Michigan Department of Environment, Great Lakes, and Energy

Materials Management: The Michigan Department of Environment, Great Lakes, and Energy provides State funding to prepare a solid waste plan for the Southeast Michigan region and conduct winter maintenance training. Funds programmed are \$25,871. No local match funds required.

Winter Maintenance Training: The Michigan Department of Environment, Great Lakes, and Energy provides State funding for SEMCOG will administer a small grant to organize and facilitate in-person and virtual winter maintenance workshops. Funds programmed are \$25,000. No local match funds required.

MDOT-Michigan Department of Transportation

Transportation Asset Management Council funds administered by MDOT provide State funding for collecting pavement condition ratings for all Federal-aid-eligible roads and developing a multi-year management program as required by Public Act 499 of 2002. Funds programmed are \$225,000. No local match funds required.

MIC-Michigan Infrastructure Council

The Michigan Infrastructure Council provides funds to collect and map local capital improvement project plans from local communities and provide that data through the MIC portal. Funds programmed are \$30,000. No local match required.

MIO-Michigan Infrastructure Office

The Michigan Infrastructure Office provides funds to support communities to apply for federal funding through the Bipartisan Infrastructure Law (BIL) or Inflation Reduction Act (IRA). Funds programmed are \$50,000. No local match required.

State Administered Federal

CMAQ-Federal Congestion Management Air Quality

Air Quality Planning & Education: Federal Congestion Management Air Quality (CMAQ) funding is to improve air quality in Southeast Michigan and activities to reduce congestion. It includes collaborative efforts to work towards air quality improvements through policy and compliance activities. Funds programmed are \$40,000 federal, \$10,000 local match.

Commuter Connect: Federal Congestion Management Air Quality (CMAQ) funding is provided to support the regional Commuter Connect program. Funds programmed are \$360,000. No matching funds required.

MDLEO- Michigan Department of Labor & Economic

Broadband: Michigan Department of Labor & Economic Opportunity provides funding to support regional broadband planning and technical support. Funds programmed are \$50,000. No matching funds required.

Smart Cities & Electric Fleets: Michigan Department of Labor & Economic Opportunity provides funding to enhance and broaden the Electric Vehicle Resource Kit and Planning Hub to prepare local communities for opportunities in electrifying community fleet vehicles and developing required charging infrastructure to improve economic development, equity, climate resilience, and sustainability. Funds programmed are \$5,000. No matching funds required.

MDNR-Michigan Department of Natural Resources

The Michigan Department of Natural Resources provides federal funding to serve as the Michigan Spark Grant Technical Assistance Partner and support applicants to the Spark Grant Program. Funds programmed are \$50,000. No matching funds required.

MDOT-Michigan Department of Transportation

Climate Resiliency Feasibility Assessments: State Planning and Research (SPR) funding to conduct resiliency feasibility assessments for nature-based solutions. Funds programmed are \$200,000. No matching funds are required. This funding is scheduled from October 2024 through September 2025.

Consolidated Planning: Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) U.S. Department of Transportation funds, which is administered by MDOT. The FHWA provides Section 112PL funds. These are allocated for planning by formula to Southeast Michigan. A portion of these funds is allocated to the Ann Arbor, Port Huron, and Toledo (Monroe County) urbanized areas. These funds are either passed through to local sub-area study groups or are used by SEMCOG to conduct studies in these urbanized areas. The FTA provides 5303 Technical Studies Funds. Funds are used by SEMCOG, major transit operators, and urban area transportation study groups. SEMCOG's Operating Budget contains only those funds used by SEMCOG. Funds programmed are \$9,862,730 federal, \$2,144,479 match.

Household Survey: Carryover Federal Highway Administration (FHWA) funds, from unspent prior year Consolidated Planning funding, allocated for special projects. This project involves designing, collecting, processing, and analyzing household travel survey data to understand the region's travel patterns to update the region's travel demand models, improve environmental justice analysis, and support various planning and engineering activities. Funds programmed are \$1,400,000 federal, \$254,100 local match, for an estimated 2-year period.

Infrastructure Collaboration: State Planning and Research (SPR) funding to enhance infrastructure data and coordination of infrastructure projects. Funds programmed are \$54,575.

No matching funds are required. This funding is ongoing from the prior fiscal year and is carryover from prior fiscal year for the duration of July 2024-September 2024.

MDOT Project Assistance and Coordination: State Planning and Research funding for implementing and maintaining SEMCOG's congestion management process, developing a commercial vehicle model and an activity-based travel model, and conducting on-board transit surveys. Funds programmed are \$200,000. No matching funds are required.

Multimodal Tool: State Planning and Research provides funding to update the Multimodal Tool and make it more accessible to a broader user base by developing a fully integrated web-based tool with visualization capabilities. Funds programed are \$49,094. No matching funds are required. This funding is ongoing from the prior fiscal year and is carryover from prior fiscal year for the duration of July 2024-September 2024.

Other & Matching Funds

MAC-Metropolitan Affairs Coalition

SEMCOG provides staff support for the Metropolitan Affairs Coalition, a regional civic affairs organization composed of business, labor, government, and education. Funds programmed are \$198,391, \$70,000 to support the Economic Development Strategy, and \$40,000 ERB funding to support green infrastructure.

Other-Funding Sources

CWP Green Infrastructure Assessments: SEMCOG staff to conduct green infrastructure assessments to support MAC's ERB grant. Funds programmed are \$35,000, no match required.

Household Survey: Future local match programmed for 2-year allocated carryover federal funding to conduct the household survey. Funds programmed are \$127,050.

Planning Assistance Grants: Local match programmed for communities awarded Planning Assistance funding. Funds programmed are \$81,675.

Safe Streets Implementation: Local match programmed for communities awarded Safe Streets Implementation funding. Funds programmed are \$400,000.

Local

Local membership dues and designated management agency fees are used to fund high-priority projects for which no grant funds are available. Local projects equal \$486,246.

Element 1 Data Collection and Analysis

This element includes collecting, analyzing, and mapping data to increase understanding of the region. This core data and information is the basis of plan development and implementation activities.

24160/25160 – Asset Management Data Collection

25115 – Data Collection, Management, and Distribution

25130 – Demographic/Socio-economic Forecasts

25142 – Monitoring Transportation Performance and Reliability

24160/25160 – Asset Management Data Collection

Funding Source: State

Budget: \$225,000

Purpose/Outcome

Coordinates with State and local transportation agencies to collect condition data on the region's roads. It promotes the practice of asset management, collecting physical inventory and managing current conditions based on strategic goals and sound investments for roads and bridges. SEMCOG works with the State of Michigan's Transportation Asset Management Council (TAMC) to carry out activities required by Public Act 499 of 2002. Activities include passing funds through to other transportation agencies to help with collection of pavement condition data.

Method

This project includes the following asset-management-related activities:

- Participate in, promote, and host annual Pavement Surface Evaluation and Rating (PASER)/Investment Reporting Tool (IRT) training seminars and Fall Conference.
- Coordinate and participate in annual condition rating on federal-aid roads in region.
- Ensure rating teams have the necessary tools (laptop, software, GPS, etc.) to complete data collection activities.
- Provide technical assistance to local agencies in using the TAMC reporting tools.
- Assist local governments with collection of road condition data for local (non-federal aid) streets.
- Assist local governments with developing multi-year programs using asset management principles through SEMCOG University webinars and direct consultation.
- Perform analysis of bridge and other asset data (e.g., road culverts, traffic signals).
- Assist local governments in developing asset management plans (e.g., PA 325 compliance plans) consistent with state requirements.
- Coordinate TAMC asset management planning with the Michigan Infrastructure Council and the Water Asset Management Council.
- Integrate PASER ratings and asset management into project selection criteria.
- Coordinate with MDOT in review and development of performance measures and targets.
- Share asset management and pavement condition data with partners and the public through SEMCOG's website and other media and communications methods.

Products

- PASER data for Federal Aid System submitted to TAMC via the IRT.
- PASER and/or culvert data for Non-Federal Aid System submitted to TAMC via the IRT.
- Regular activities reports submitted with invoices to TAMC Coordinator.
- Annual Report of Asset Management program activities and a summary of annual PASER condition data.

- Status report of Public Act 51 agency Asset Management activities and plans within Southeast Michigan.

25115 – Data Collection, Management, and Distribution

Funding Source: FHWA/FTA

Budget: \$2,318,409

Purpose/Outcome

Provides for ongoing collection, development, management, analysis, and support of data used in regional planning. Quality, up-to-date data are essential to the credibility of all technical work, planning applications and models used by SEMCOG. The project will result in well-organized and efficient data infrastructure and tools for staff and other data users to access, analyze, and display data.

Method

This project includes a wide range of data-related activities:

- Collection, processing, and analysis of data sets.
- Maintenance of geospatial technologies and data.
- Upgrading software and licenses as necessary.
- Data visualization for SEMCOG website.
- Systems for distributing and sharing data with members, planning partners, and the public.
- Integration of data sets to facilitate transportation planning analysis.

Products

- Management of geospatial technologies and data
- Website operation and maintenance
- Summary of data sets collected, processed, and analyzed (including the following):
 - Demographic data and population estimates by community
 - Residential development (building permits)
 - Nonresidential development
 - Employment and economic data
 - Updated land use

25130 – Demographic/Socio-economic Forecasts

Funding Source: FHWA/FTA

Budget: \$1,316,304

Purpose/Outcome

Produces the Regional Development Forecast (RDF). The RDF is a critical input for a wide range of SEMCOG planning activities, particularly transportation. By combining advanced modeling techniques and the latest socio-economic inputs, the regional forecast model produces long-term development forecasts for employment, households, population, and land uses.

Method

Production of socio-economic forecasts is accomplished through several interrelated activities:

- Maintaining and continually updating the model systems.
- Collecting and processing data needed to support and validate model results.
- Conducting model runs and evaluating results.
- Sharing model results with data users.

Products

- Regional Development Forecast system improvements and documentation
- Socio-economic data inputs
- Model run outputs and analysis

25142 – Monitoring Transportation Performance and Reliability

Funding Source: FHWA/FTA

Budget: \$698,571

Purpose/Outcome

Collecting, processing, and analyzing data about the region's transportation systems in order to track performance.

Method

This project includes data collection, analysis, outreach and education on the region's transportation systems. Activities include:

- Maintaining the Traffic Count Database System and regional traffic count database.
- Collecting and submitting data items for the Highway Performance Monitoring System (HPMS) database, in conjunction with MDOT's HPMS coordinator. Staff will review and update the HPMS sample segments provided by MDOT in a specific format that contains sample data items that need to be updated.
- Providing support to MDOT in the cross-agency coordination effort to plan for, gather, and report roadway characteristics on the non-MDOT road network (federal aid and non-federal aid) to meet federal reporting requirements.
- Purchase traffic data to continue supporting the improvement of the travel demand model and advance our planning processes.

- Collecting multimodal count data for planning purposes and implementing the region's Bicycle and Pedestrian Mobility Plan.
- Refining website and tools for data sharing.
- Collecting, mapping, and analysis of transportation system data.

Products

- Web content updates and additions
- Updated traffic count file

Element 2 Plan & Policy Development

This element includes development of regional plans and policies to guide decisions related to regional investment. The work emphasizes looking at the relationship of investment decisions based on regional metrics.

24286 – Infrastructure Collaboration (Ongoing 7/1/24-11/30/24)

24287 – Climate Action Plan (Ongoing)

24290 – Protect - Regional Resiliency Plan (Ongoing)

24204/25204 – MDOT Project Coordination & Assistance

25206 – Travel Management

25207 – Household Survey

25220 – Guiding Regional Investment

25225 – Complete Streets

25226 – Economic Vitality

25284 – Michigan Infrastructure Council

25289 – Environmental Sustainability

24286 – Infrastructure Collaboration (Ongoing 7/1/24-11/30/24)**Funding Source: SPR-FHWA****Budget: \$54,575****Purpose/Outcome**

SEMCOG will enhance infrastructure data and coordination of infrastructure projects to ensure efficient investment of resources and continued implementation of an integrated asset management approach to above and below ground infrastructure, both public and private.

Method

Specific activities contained in this project include:

- Collect local Capital Improvement Program (CIP) infrastructure information, including timing of infrastructure projects.
- Integrate local CIP information into infrastructure planning to augment projects identified through the TIP process.
- Continue to gather needed data on infrastructure assets (e.g., culverts).
- Host forums and work sessions to ensure infrastructure collaboration between asset owners.
- Collaborate with other regional and statewide infrastructure efforts, including the Michigan Infrastructure Council and committees.
- Inform decision-making and stakeholders on the true costs of infrastructure to support effective decisions.

Products

- Collect and integrate local Capital Improvement Program infrastructure data.
- Collect and integrate infrastructure asset data.
- Conduct forums/work sessions and coordination on other regional/statewide efforts.

24287 – Climate Action Plan (Ongoing)

Funding Source: Federal – EPA Climate Pollution Reduction Grant

Budget: \$272,415

Purpose/Outcome

Through the U.S. Environmental Protection Agency's (EPA) Climate Pollution Reduction Grant (CPRG), SEMCOG is developing a Priority Climate Action Plan (PCAP) and Comprehensive Climate Action Plans (CCAP) covering the eight-county region in Southeast Michigan. Through this project, SEMCOG will engage regional stakeholders to collaboratively:

- Complete a PCAP that enables local municipalities to be well-positioned to apply for competitive implementation grants;
- Advance sustainability and respond to the climate challenges through the CCAP;
- Perform extensive stakeholder outreach, community engagement, and cross-sector coordination across the region;
- Ensure all people are considered for and benefit from the outcomes of this planning effort with an emphasis on Low-Income and Disadvantaged Communities (LIDACs); and
- Present technical analysis with easy to understand, transparent data.

Method

SEMCOG has convened a Healthy Climate Task Force to develop a Healthy Climate Plan for Southeast Michigan and engage regional partners in consensus building and decision-making. The task force includes representatives from government, transportation, energy, business, health, development, workforce, and environmental sectors.

SEMCOG will lead public meetings and facilitate discussions on reduction measures and prioritization approaches. Focus group meetings, outreach with regional partners, and public engagement sessions are all part of the approach for collecting priorities and actions for the plan.

The PCAP is focused on near-term, high-priority, implementation-ready measures. SEMCOG is engaging with regional partners and stakeholders to identify priority projects for the PCAP. SEMCOG and their consultant will provide estimates of the quantifiable GHG emissions reductions, key implementing agency or agencies, implementation schedule and milestones, expected geographic location if applicable. The LIDAC Benefits Analysis will include both base year estimates of co-pollutants and anticipated co-pollutant emission reductions as measures are implemented and GHG reduction goals are met.

SEMCOG's Greenhouse Gas (GHG) emissions inventory will help to inform the priority sectors for carbon reduction and guide the identification of projects and policies for both the PCAP and CCAP.

Products

- Priority Climate Action Plan (PCAP)
- Comprehensive Climate Action Plan (CCAP)
- EPA Status Report

24290 – Protect Regional Resiliency Plan

Funding Source: FHWA PROTECT Discretionary Grant Program

Budget: \$ 415,302

Purpose/Outcome

Southeast Michigan has experienced several extreme weather events, and flooding disasters in the region have caused significant and repeated impacts to regional transportation infrastructure. Combining those impacts with flooding damage on public property and to public infrastructure, the economic impacts are in the billions of dollars. Projections of future rainfall vary greatly, but the trends of increasing frequency and intensity of extreme rain events are anticipated to continue. Investments in stormwater infrastructure will never keep pace with these extreme events.

This project will develop a Regional Resilience Improvement Plan to establish priorities and projects for strengthening multimodal resilience of surface transportation in Southeast Michigan.

Method

- Southeast Michigan Flood Risk Tool Culvert Data Collection.
- Prioritized culvert inventory data collection asset details.
- Integration of new data into the existing Flood Risk Tool enabling the identification of culverts causing the greatest flooding effect to regional roadways.
- Flood Risk Tool update and inclusion in the Regional Resilience Improvement Plan.
- Flood Risk Tool Update and Equity Extension.
- Updated Flood Risk Tool equity assessment with new culvert data identifying roadway flooding having the greatest impact on underserved communities.
- Update equity assessment included in the Regional Resilience Improvement Plan.
- Nature-Based Solutions Assessment.
- Regional map highlighting potential locations for large-scale nature-based solutions, including coastal and inland areas.
- Public engagement element with Task Force and focus group members on large-scale nature-based solution projects.
- Resilience Improvement Plan Task Force and Engagement.
- Public engagement sessions facilitated by SEMCOG to procure meaningful feedback from communities on the approach to address climate vulnerabilities.
- Bi-monthly Task Force meetings to procure feedback from stakeholders on program alignment, project identification, community outreach strategies, and programmatic resilience approaches for communities.
- A Regional Resilience Improvement Plan in the form of an interactive website that provides a summary of data collected, a link to the updated Flood Risk Tool, details the Task Force charge and efforts, and identifies and maps potential climate vulnerability projects.

- A digital tool or resource guide for communities to utilize to develop a programmatic approach for climate resiliency in their community.

Products

- Flood Risk Tool Update
- Nature-Based Solutions Assessment
- Regional Resilience Improvement Plan

24204/25204 – MDOT Project Coordination & Assistance

Funding Source: SPR

Budget: \$200,000

Purpose/Outcome

Coordination with the Michigan Department of Transportation (MDOT) to provide data and technical assistance on select projects in Southeast Michigan. These collaborative efforts will provide:

- Technical assistance (e.g data collection and analysis, travel modeling, etc.) on trunkline corridors and surrounding areas that are influenced or impacted by the study.
- Technical assistance and coordination for using MDOT's dynamic traffic assignment model.

Method

- Coordination meetings with MDOT planning and engineering staff from Lansing, Metro, University and Bay regions, as well as Transportation Service Centers.
- Participating in MDOT studies and initiatives (incl. Environmental assessments and Environmental Impact Studies, reevaluations, construction staging and detour analysis, road safety audits on trunkline routes, and corridor studies).
 - Corridor study pre-work for MDOT/local government coordination. Implementation of corridor plans.
 - Planning and Environmental Linkages studies
- Assist MDOT with the analysis of traffic data.
- Fulfill requests from MDOT for data.
- Assist and perform scenario planning and travel demand modeling analysis on trunkline corridors.
- Assist MDOT with project specific work, which may include technical assistance in environmental topics, stormwater management, modeling, and/or bicycle and pedestrian mobility.
- Coordinate with consultants using the SEMCOG travel demand models for trunkline projects.
- Participate in the development of the State Carbon Reduction Plan and Climate Resiliency Strategy and incorporate aspects of these plans into SEMCOG's regional initiatives.

- Coordinate with the Michigan Infrastructure Office, including assisting with technical assistance to communities in applying for infrastructure funding.

Products

- Memorandum documenting technical assistance activities.
- Technical memos documenting specific assistance using the travel demand models and analyses.

25206 – Travel Management

Funding Source: FHWA/FTA

Budget: \$1,607,693

Purpose/Outcome

Focuses on managing travel in Southeast Michigan. The work ranges from multimodal travel demand modeling to maintaining and updating the regional Congestion Management Process (CMP) and analyzing various operations strategies. This multimodal approach includes various modes of travel, including transit as well as walking and biking.

Method

Specific activities in this project include:

- Continue identifying and defining the areas of responsibility for the maintenance, operation and application of the SEMCOG, WATS, and SCCOTS travel demand models.
- Maintain and improve SEMCOG's existing E8 Plus and activity-based travel demand model, including:
 - Maintaining the network and updating the input data for the analysis of 2050 RTP/TIP amendment using the E8Plus trip-based model.
 - Collecting and/or analyzing various travel data including traffic counts, big data, etc. for model calibration and verification
 - Evaluating and making operational improvements to activity-based model (ABM).
 - Continuing ABM's exploratory use for SEMCOG's 2050 RTP analysis and transition for it to become SEMCOG's official TFDM.
- Provide assistance and evaluate projects for various transportation scenarios and operation strategies.
- Implement and maintain SEMCOG's congestion management process (CMP), including:
 - Use of various data/tools (e.g., travel demand forecast model, dynamic traffic assignment model (DTA), real-time speed/traffic counts, probe data, etc.).
 - Estimate the future and horizon year congestion deficiencies in the region and recommend strategies to mitigate it-including multimodal and operational options.
 - Report and share information on the status of congestion in the region with Federal-Aid Committees and other planning partners to assist with the planning and programing of projects that contribute to a more efficient transportation system.

- Refine a process for rightsizing infrastructure that documents the needs for possible capacity changes.
- Analyze the benefits of implemented mitigation strategies using information from SEMCOG's annual TIP survey results and by performing before/after travel time studies. Incorporate the results back into the SEMCOG CMP.
- Monitor federal system performance and travel time reliability performance measure results.
- Coordinate with MDOT in the review and development of performance measure targets.

Products

- Monitor, maintain, evaluate, enhance, and apply the travel demand forecast models.
- Monitor, maintain, evaluate, enhance, and implement the congestion management plan.
- Monitor and document activities and performance to promote collaboration and coordination related to travel management.
- Collect and analyze travel data, including various surveys or big data solutions to enhance SEMCOG's travel model performance (e.g., parking cost, bike/pedestrian counts, etc.)

25207 – Household Survey

Funding Source: SPR - FHWA/FTA

Budget: \$1,654,100

Purpose/Outcome

This project involves designing, collecting, processing, and analyzing household travel survey data to understand the region's travel patterns to update the region's travel demand models, improve environmental justice analysis, and support various planning and engineering activities.

Method

This project includes sample design, data collection, and analysis of the region's household travel surveys. Activities include:

- Sample design.
- Public awareness plan development and implementation.
- Survey instrument design and implementation.
- Household travel survey data collection and quality controls.
- Data weighting and analysis.
- Participation in MDOT Household Travel Survey.

Products

- Travel survey technical methodologies, including survey design, public awareness plan, survey instrument, quality control of data collection, procedural manual of survey expansion, etc.
- Travel survey datasets.

- Travel characteristic report and highlights.

25220 – Guiding Regional Investment

Funding Source: FHWA/FTA

Budget: \$1,251,292

Purpose/Outcome

A principle function of SEMCOG is to guide effective and efficient investment of transportation infrastructure dollars. To accomplish this, the actions of the region's many local governments and regional, State, and federal agencies must be aligned. This alignment is facilitated through actively managing the Regional Transportation Plan (RTP), implementing the Transportation Improvement Program (TIP), and coordinating with other infrastructure sector service providers. Coordination activities also include integration with the State of Michigan's long-range transportation plan, Michigan Mobility 2045 and the FHWA/FTA Planning Factors, including climate resiliency, equity and Justice40, complete streets, transition to electric and other alternative fuel vehicles, public involvement, sustainable infrastructure, environmental linkages, and traffic safety.

Method

Through this project, the RTP and TIP are developed, monitored, maintained and coordinated with other planning activities.

- Implementation of Vision 2050 RTP. Ongoing amendments to RTP and TIP.
- Develop, monitor, and manage the TIP, using MDOT's JobNet project database management systems.
- Hold and document RTP and TIP public participation, involvement, and outreach efforts, including use of virtual tools and in-person workshops to ensure participation from the public and stakeholders.
- Monitor, support, and implement policies and actions of the RTP.
- Freight planning in coordination with economic development and emerging technologies.
- 2050 RTP implementation through identifying emerging transportation trends and priorities, including integration of equity analysis and Justice40 prioritization, climate resiliency and complete streets concepts, affordable/attainable housing, transition to electric vehicles, and coordination with Planning and Environmental Linkages (PEL) initiatives.
- Update and integrate the Access to Core Services initiative into the implementation process for the 2050 RTP.
- Create an annual listing of projects that were obligated, let for bid, under construction, and/or completed during the previous fiscal year.
- Maintain a systems performance report that documents how transportation projects helped to work towards meeting performance targets.
- Develop and maintain publicly accessible information on projects listed in the RTP and TIP.

- Apply performance-based planning methods through tracking performance measures, setting performance targets, and evaluating RTP and TIP effectiveness in contributing to target attainment.
- Participate in state and local bicycle and pedestrian coordination groups and update online bicycle and pedestrian mapping tools and resources.
- Continue to maintain and analyze bicycle and pedestrian utilization data.
- Maintain and support the actions of the Bicycle and Pedestrian Mobility Plan to identify gaps, increase safety, and provide planning support and data resources to local governments.
- Convene regional infrastructure providers to better coordinate asset management planning activities, including broadband, underground, and electric utilities.
- Support data integration into the capital improvement project tool to strengthen coordination across infrastructure providers.
- Coordinate regional infrastructure planning to assure efficient programming and scheduling of transportation projects considering other service provider schedules and needs.
- Assist Federal-Aid Committees with understanding and utilizing the Transportation Improvement Program (TIP) process and competitively selecting and prioritizing projects to help implement approved regional plans and programs, including Congestion Management Air Quality (CMAQ), Carbon Reduction Program (CRP), Safety, small urban, rural, and Transportation Alternatives Program (TAP).
- Administration of and support for specific transportation programs (e.g., TAP, Rural, CMAQ, CRP).
- Develop, maintain, and apply tools for environmental justice, environmental sensitivity analysis, and equity and Justice40 planning.
- Perform financial and equity analyses for Federal-Aid Committees, SEMCOG technical and policy committees, and others as needed.
- Coordinate and assist in implementing MDOT's Michigan Mobility 2045 plan.
- Promote and coordinate climate resiliency through planning through electric vehicle infrastructure and deployment, and other alternative fueled vehicles to prepare for and adapt to the impacts of climate.

Products

- Maintain and implement Vision 2050 Regional Transportation Plan, including periodic amendments.
- Develop the FY 2026 to FY 2029 Transportation Improvement Program, including periodic amendments. Continue to maintain the FY 2023 to FY 2026 TIP with amendments as needed.
- Maintain RTP and TIP project information on a publicly available website.
- Documentation of planning activities to improve regional infrastructure, active transportation (bicycle and pedestrian programs), equity initiatives, mobility coordination and collaboration, transportation safety, and climate resiliency integration.

- Develop and maintain funding and performance targets and other financial information as needed.

25225 – Complete Streets

Funding Source: Federal

Budget: \$191,900

Purpose/Outcome

Improves the safety, comfort, and connectivity of the transportation system in Southeast Michigan by partnering with local governments and transportation stakeholders to develop plans and implement projects to support complete and equitable streets and an accessible multi-modal network. Development, promotion, and education of local communities and the public are key components of enhancing and implementing complete streets in the region.

Method

SEMCOG will work with a broad range of agencies, communities, and organizations in order to support complete streets and an accessible multi-modal network in Southeast Michigan, including implementation of regional plans, including the Southeast Michigan Transportation Safety Plan, Bicycle and Pedestrian Mobility Plan, and Vision 2050. This work will consider any requirements or analysis identified in the Bipartisan Infrastructure Law. Activities include:

- Plan and coordinate complete streets and multi-modal planning at the local and corridor levels, including walking and biking and active transportation assessments.
- Further refine, implement, and educate local communities on the Multimodal Tool for Southeast Michigan to support complete streets planning at the local level.
- Ensure integration of complete streets principals are incorporated into regional and local planning efforts, corridor plans and PEL's.
- Provide local technical assistance to support complete streets planning and implementation.
- Coordinate and provide complete streets planning assistance in alignment with eligible funding sources, including the Transportation Alternatives Program (TAP).
- Maintain and update regional data and maps for complete streets, including sidewalk, bicycle infrastructure, and transit.

Products

- Technical and policy assistance on various complete streets planning efforts
- Technical assistance for local agencies in addressing complete streets planning and safety needs by providing data, information/analysis, training (SEMCOG Universities), and performing audits and other technical assistance as requested
- Participation in various operations planning coordination meetings and conferences
- Monitor the benefits of implemented complete streets projects and their impact on mobility

25226 – Economic Vitality

Funding Source: FHWA/FTA

Budget: \$955,411

Purpose/Outcome

SEMCOG will pursue the convergence of transportation, infrastructure, land use, and economic vitality. This connection is supported through the six strategies in the region’s 2021 Economic Development Strategy (CEDs). Among the key strategies identified are connecting and marketing quality places; investing in critical infrastructure; anticipating demands for land use; advancing technology, innovation, and entrepreneurship; preparing and connecting talent with jobs; and fostering a competitive business environment.

Method

Specific activities focusing on economic vitality contained in this project include:

- Coordinate and support the SEMCOG Economic Development District and implement policies and actions contained in the region’s economic development strategy.
- Support for regional and local economic development planning and implementation efforts – including corridor revitalization and integration of complete street principles for economic vitality.
- Support for the implementation of placemaking and placekeeping strategies that foster community and economic development through improving public spaces, streetscapes, downtown areas, and corridors, along with other practices that bolster community identity and stability.
- Coordination with infrastructure and environmental priorities including utilities, transportation, broadband, electric vehicle charging, and climate resiliency.
- Identify strategies for addressing labor shortages in key sectors, including health and wellness, government services, high-tech industries, utility services, construction, advanced mobility, and transportation, to support economic growth.
- Address transportation challenges, trends, and impacts of increasing remote work and learning.
- Identify and support the expansion or augmentation of economic clusters that build shared prosperity in the region.
- Collect, maintain, and analyze freight data.
- Collaborate and coordinate freight planning and implementation activities in development of a regional freight plan, including the Statewide Long-Range Transportation Plan, and the 2050 RTP.
- Collaborate and coordinate border planning and implementation activities.

Products

- Activities that implement the economic development strategy.
- Documentation of Meetings and Activities of the Economic Development District Committee.

- Activities for infrastructure and environmental coordination, including complete and green streets.
- Activities that assist local partners in planning and implementing placemaking initiatives.
- Engage in freight planning activities that support economic development initiatives with local, regional, state, national, and/or bi-national partners.
- Develop a regional freight plan, including update of freight system data, inventory, and analysis as needed.

25284 – Michigan Infrastructure Council

Funding Source: State (Michigan Infrastructure Council)

Budget: \$30,000

Purpose/Outcome

The MIC has developed a project portal for infrastructure coordination opportunities across public and private infrastructure sectors. Additionally this expands on the concept of coordinated asset management planning. The MIC portal is a tool to upload/share online existing capital improvement project plans. While large agencies have staff and GIS capacity to work and connect directly with the MIC portal, smaller and underserved communities may not even have capital improvement projects mapped in a GIS framework. The MIC staff have suggested the regions lead this effort to bring together CIP data from local communities and provide that data through the MIC portal.

Method

- Collect and map local capital improvement project plans
- Coordinate with the MIC to share CIP plans into the new portal
- Analyze data to identify opportunities to collaborate on infrastructure projects across different sectors

Products

- Capital Improvement Project Plans
- MIC portal data input and collection

25289 – Environmental Sustainability

Funding Source: FHWA/FTA

Budget: \$672,811

Purpose/Outcome

Federal policies in transportation planning continue to emphasize integration of transportation and the environment. This is reflected in SEMCOG's planning framework. Through this project,

SEMCOG will continue evolving the convergence of transportation and environmental needs. Emerging focus areas include climate resiliency and greenhouse gas emissions.

Method

Activities toward achieving SEMCOG's transportation/environmental outcomes include:

- Monitor and develop plans to attain and maintain national air quality standards.
- Develop the MOVES inputs using up-to-date local information and inventory transportation emissions.
- Conformity to ensure that federal funding and approval are given to highway and transit projects that are consistent with (conform to) the air-quality goals established by a state air quality implementation plan (SIP).
- Collaborate with affected agencies (USEPA, FHWA, FTA, EGLE, and MDOT) to make technical and policy recommendations regarding transportation conformity issues.
- Evaluate and estimate greenhouse gas reduction estimates using existing and new tools to support regional transportation planning.
- Plan for and collaborate on emission-reduction strategies and alternative approaches.
- Support initiatives to improve air quality and make progress in meeting air quality standards.
- Work cooperatively with the Southeast Michigan Air Quality Study workgroup to support air quality activities.
- Support for regional and local climate resiliency planning activities. Update Flood Risk Tool with new asset, land cover, and flooding data. Integrate flood risk tool priorities into the 2050 RTP.
- Implement updated planning process for infrastructure coordination across infrastructure sectors.
- Acquire additional data resources to support environmental, resiliency and air quality planning.
- Work with the Michigan Infrastructure Council to utilize the new capital improvement project portal for regional infrastructure planning.
- Implement the updated transportation planning framework with the infrastructure coordination element.
- Assist local jurisdictions with developing and expanding water asset management programs and capital improvement projects.
- Evaluate stormwater management opportunities, including green infrastructure, to address multiple water resource and natural resource challenges.
- Implement use of the Environmental and Ecosystem Services Tool and updated Environmental Sensitivity Analysis.
- Collaborate with local agencies to address invasive species, especially along the transportation network.
- Integrate climate, energy, and greenhouse gas emissions inventory project results into existing transportation planning activities

- Organize and facilitate SEMCOG Universities addressing priority environmental topics such as infrastructure, natural resources, invasive species, climate resiliency, and air quality.
- Coordinate asset management planning with the Michigan Infrastructure Council, the Water Asset Management Council, and the Transportation Asset Management Council.
- Implement SEMCOG's Growing our Resilience, Equity, and Economy with Nature (GREEN) initiative to support sustainability through managing flooding on our roadways, fostering climate resiliency, improving community health, and protecting natural assets.
- Continue work in stormwater, climate resiliency, and carbon reduction to support development of State and regional plans.

Products

- Updated emission inventories
- Maintenance of the air quality modeling system (MOVES)
- Air quality conformity analysis for the Regional Transportation Plan and the Transportation Improvement Program
- Documentation of activities to attain and maintain national air quality standards and to track greenhouse gas emissions
- Documentation of activities to implement the regional asset management framework, including infrastructure coordination and asset management planning
- Documentation of activities integrating environmental priorities into the transportation planning process from the Water Resources Plan for Southeast Michigan, the Water Infrastructure Planning Guide, and the Southeast Michigan Green Infrastructure Vision
- Regional resiliency planning activities
- Documentation of outputs of the EEST for Transportation Planning. Environmental & Ecosystem Services Tool
- Engage in activities that address invasive species management in the region
- Documentation of activities to address climate priorities across air, water, and natural resources

Element 3 Plan Implementation

This element includes activities focused on implementing adopted plans and policies. It contains a broad range of activities necessary to turn plans into reality. The activities are accomplished by providing technical assistance to local governments and agencies, working with partners and other stakeholders, and working with state and federal agencies to shape programs to meet regional needs.

23318 – GLRI (Ongoing 7/1/24-12/31/24)

23346 - Materials Management (Ongoing)

23360 – Smart Cities and Electric Fleets (Ongoing)

24315 - GLRI EJ (Ongoing)

24327 – DNR Spark Grants Technical Assistances (Ongoing)

24345 - Multimodal Tool (Ongoing 7/1/24-9/30/24)

24370 – Safe Streets Road Safety Audit Program Ongoing

24375 - MI Infrastructure Office Technical Assistance (Ongoing)

24380 - Safe Streets Implementation (Ongoing)

25314 – Local Capacity Building

25330 – Public Transit

25344 – Safety and Security

25347 – Climate Resiliency Feasibility Assessments

25350 – Education and Workforce Development

25355 – Water Resource Policy & Planning

25365 – Broadband

25385 - Climate Action Plan CPRG Implementation

23318 – GLRI (Ongoing)

Funding Source: Federal - EPA

Budget: \$361,856

Purpose/Outcome

The Southeast Michigan Green Infrastructure Partnerships will include a competitive subaward grant program to implement green infrastructure projects that specifically reduce stormwater runoff volume into Lake Erie with emphasis on locating projects in underserved communities. The program will award from 8-12 green infrastructure projects with an emphasis on selecting projects in underserved communities and in areas with a more direct benefit to the Great Lakes. Once implemented, the projects will achieve 3-8 million gallons of annual runoff reduction in local communities and counties within the Lake Erie Watershed. SEMCOG will facilitate meaningful public participation including feedback on the green infrastructure conceptual plans and provide opportunities for direct input by citizens. SEMCOG will serve as the grant administrator and will monitor progress of grantees and the benefits of project implementation.

Method

The work will include development of an application process and subgrant program to allocate funding in Southeast Michigan for green infrastructure implementation to reduce stormwater runoff to the Lake Erie Watershed. This round of funding has a stronger emphasis on underserved communities.

Products

- Equity Emphasis Evaluation
- Steering Committee Meetings
- Subaward Process
- SEMCOG Project Oversight and Technical Assistance
- Contractual Technical Support
- Grant Reporting

23346 - Materials Management (Ongoing)

Funding Source: State (EGLE)

Budget - \$25,871

Purpose/Outcome

Work collaboratively with counties and local agencies to review and collect data about materials management across the region. This includes validating data and information collected by Resource Recycling Systems (RRS) for gaps in facilities that manage solid waste and recyclable materials. Collection and review of the data supports local agencies to transition from a solid waste management to a materials management focus and set the stage for future required County Materials Management Plans. SEMCOG will act as the Designated Planning Agency (DPA) only for purposes of this grant.

Method

- Document data collection and validation.
- Coordinate with the eight counties (seven SEMCOG counties plus Lenawee County) to develop material management plans.

Products

- Updated Materials Management data for Southeast Michigan

23360 – Smart Cities and Electric Fleets (Ongoing)

Funding Source: SPR (Department of Labor and Economic Opportunity)

Budget: \$5,000

Purpose/Outcome

The Smart Cities and Community Fleet Collaborative (SC2FC) is an initiative to prepare local communities for opportunities in electrifying community fleet vehicles and developing required charging infrastructure to improve economic development, equity, climate resilience, and sustainability.

This Collaborative supports the Electric Vehicle Jobs Academy (EVJA) by expanding the replacement of community light-, medium-, and heavy-duty Internal Combustion Engine (ICE) fleets with EV equivalents as well as Smart City infrastructure. SCCFC has identified three strategic goals and corresponding objectives which help inform the Collaborative's five-year effort.

These goals are:

- Economic Development: Ensure Michigan's global leadership in the mobility industry.
- Equity: Ensure an equitable transition to EVs.
- Climate and Sustainability: Ensure a sustainable transition to EVs.

Method

Activities include:

- Support the wide-scale electrification of community fleets and needed infrastructure.
- Support the upskilling, reskilling, and retraining of the workers needed for maintenance of EVs, installation of community and public charging stations, and other infrastructure.
- Ensure equitable access to funding opportunities for fleet electrification and EV charging deployment.
- Ensure equitable access to jobs and training to install and maintain EVs and EV infrastructure.
- Support informed fleet management.
- Support coordinated efforts toward electrification.

- Collect benchmark data on levels of electrification

Products

- Documentation of SC2FC meetings and activities
- Forums to share resources and best practices
- Technical assistance and data to assist communities with planning and decision-making

24315 – GLRI EJ (Ongoing)

Funding Source: Federal – EPA

Budget: \$375,000

Purpose/Outcome

Through the Great Lakes Environmental Justice Grant, SEMCOG will administer a subaward grant program within the Southeast Michigan seven-county region. This program will allocate funds to implement green infrastructure projects that specifically reduce stormwater runoff volume, reduce untreated stormwater runoff, and help build and connect Southeast Michigan's green infrastructure network. Green infrastructure, in the context of this project, will primarily refer to projects such as shoreline softening, bioretention, rain gardens, permeable pavement, wetland restoration, and riparian restoration. The subaward program will award between 12-15 projects to local agencies, including local communities and counties. The program will award a maximum of \$750,000 per award, with a range of funding from \$50,000 to \$750,000 depending on the community and the project. The main emphasis of this program will be on locating green infrastructure in underserved communities. SEMCOG will partner with the Center for Watershed Protection (CWP) to provide technical assistance to underserved communities that need help identifying green infrastructure opportunities within their community, assistance in completing the subaward applications, administering the project, coordinating with engineering consultants and helping facilitate community outreach and engagement. SEMCOG will offer engineering consulting assistance to those subawardees who request that service as part of the application process. Through this strategic subaward process, SEMCOG will help underserved communities develop resilience strategies that serve the communities' needs, and support actions identified in the Great Lakes Restoration Initiative Action Plan.

Method

The work will include development of an application process and subgrant program to allocate funding in Southeast Michigan for green infrastructure implementation to reduce stormwater runoff and support green infrastructure development in underserved communities. SEMCOG and the Center for Watershed Protection will provide individualized outreach to these representatives via emails, phone calls, and in-person meetings to encourage participation in the subaward program, help identify potential project locations, and offer technical assistance and evaluation for the program. The project team will convene a small GLEJ Green Infrastructure Steering Committee to outline criteria for evaluating projects.

SEMCOG and their consultants will work to provide project oversight and technical assistance throughout the duration of the grant award, to ensure that green infrastructure projects are implemented effectively and on time. SEMCOG and the project team will provide engagement and learning opportunities throughout the duration of the grant, to help community staff learn and engage in these critical topics.

Products

- Identifying Underserved Communities and Community Outreach
- Steering Committee Meetings
- Subaward Process
- SEMCOG Project Oversight and Technical Assistance
- Contractual Technical Support
- Grant Reporting
- Biannual cohort meetings with sub awardees.
- Workshops for sub awardees communities on green infrastructure maintenance

24327 – DNR Spark Grants Technical Assistance (Ongoing)

Funding Source: SPR - Michigan Department of Natural Resources

Budget: \$50,000

Purpose/Outcome

Serve as the Michigan Spark Grant Technical Assistance Partner and support applicants to the Spark Grant Program. Carry out a work plan that involves coordinating with communities and DNR staff regarding the grant application, project review, and administrative processes of the Spark Grant Program. Be a liaison between the DNR staff and local communities, and a public face and voice that promotes opportunities and coordinates support as part of DNR's comprehensive efforts in marketing for the program in the region. While acknowledging finite resources and practical limitations, the Technical Assistance Partner supports a comprehensive effort to grow a community's capacity and effectiveness in pursuing and implementing projects through the Michigan Spark Grant Program.

Method

Responsibilities identified through a partner agreement with DNR include the following tasks:

- Administration and direct staff support.
- Community outreach, public input, and convening to build awareness around the Michigan Spark grant program. Includes the distribution of information, one to one contact with community representatives, and hosting informational sessions.
- Grant application development including assistance in assembling essential material for grant submissions, and actual grant writing for all application materials (narrative, budget, etc.).
- Evaluation of submitted grants and providing individual application feedback.
- Development of contractual templates and bidding packages for associated community professional services (design, engineering, construction, financial tracking, etc.).
- Grant management and compliance assistance including: required reporting, budget monitoring, and the support of completing community projects within the required timeframes.

- Coordination meetings to occur no less than monthly.
- Program evaluation.

Products

- Project and expenditure reporting
- Programmatic data reporting

24345 – Multimodal Tool (Ongoing 7/1/24-9/30/24)

Funding Source: SPR

Budget: \$49,094

Purpose/Outcome

SEMCOG and MDOT jointly developed a Multimodal Tool for Southeast Michigan to assist road agencies and communities with evaluating the multimodal performance of existing and proposed street designs. The purpose of this task is to finish integrating the tool to a seamless online platform and to implement the tool along corridors across the region in partnership with local communities and road owners.

Method

SEMCOG will work with MDOT and a consultant team to enhance the Multimodal Tool to ensure it address the region's transportation safety and equity needs as well as integrate concepts of complete streets. SEMCOG will also begin direct assistance with communities and road owners to deploy and pilot the tool. Activities include:

- Coordination meetings with the project team
- Enhancements to web tool
- Data coordination, including new datasets
- Development and troubleshooting of web-based tool
- Presentations to potential users, both for education and feedback
- Pilot projects and implementation of the tool locally

Products

- Enhanced web-based Multi-Modal tool
- Documentation of local implementation of the Multi-Modal Tool

24370 – Safe Streets Road Safety Audit Program (Ongoing)**Funding Source: Federal****Budget: \$327,457****Purpose/Outcome**

This project implements the Safe Streets and Roads for All program by supporting infrastructure, operational, and behavioral initiatives to prevent deaths and serious injuries on roads and streets involving all roadway users, including pedestrians, bicyclists, and other vulnerable road users who are much more likely to suffer an injury or fatality in a traffic crash than occupants of a motor vehicle. Project activities will create safer communities by using principles of complete streets, safe systems approach, and innovative practices and technologies.

Method

The range of activities includes:

- Implementation of projects and strategies identified in the Southeast Michigan Transportation Safety Plan and 2050 Regional Transportation Plan for Southeast Michigan;
- Coordination with local road agencies and resources to implement infrastructure projects;
- Development of a regional Road Safety Audit program, including vulnerable road user focused RSAs;
- Purchase and utilization of a data analysis tool to improve transportation safety evaluation through advanced network screening, diagnosis, economic analysis, and crash modification evaluation;
- Evaluation and expansion of the regional safety public education campaign Walk.Bike.Drive. Safe; and
- Coordination with US DOT on project implementation and administration.

Products

- Implementation of regional RSA programs
- Coordination with partner agencies for local project implementation
- Documentation of grant administration

24375 – MI Infrastructure Office Technical Assistance (Ongoing)**Funding Source: State****Budget: \$50,000**

Purpose/Outcome

In partnership with the Michigan Infrastructure Office Technical Assistance Center (TAC), support communities to apply for federal funding through the Bipartisan Infrastructure Law (BIL) or Inflation Reduction Act (IRA).

Method

- Work with local communities to identify projects that they are interested in applying for federal funding for that fit their local needs.
- Develop an application process for communities to submit requests for grant writing and match funding assistance through TAC.
- Host workshops and develop resources to support grant education, identification, and prioritization.
- Develop narratives and submit applications for the region to TAC.

Products

- Documentation of assistance provided to local communities for grant identification and project match
- Application materials for communities seeking grant writing and match funding technical assistance through TAC

24380 – Safe Streets Implementation Ongoing

Funding Source: Federal

Budget: \$2,399,666

Purpose/Outcome

This project implements the Safe Streets and Roads for All program by supporting infrastructure, operational, and behavioral initiatives to prevent deaths and serious injuries on roads and streets involving all roadway users, including pedestrians, bicyclists, and other vulnerable road users who are much more likely to suffer an injury or fatality in a traffic crash than occupants of a motor vehicle. Project activities will create safer communities by using principles of complete streets, safe systems approach, and innovative practices and technologies.

Method

The **Safe Streets Now: making Southeast Michigan roads safer for people of all ages and abilities** task will implement demonstration projects throughout the SEMCOG region that utilize countermeasures focused on vulnerable road users (VRU) to inform the prioritization of strategies in SEMCOG's current Transportation Safety Plan.

The Quick-Build Demonstration Project program will allow for quicker implementation allowing for safety benefits to be realized sooner. The Quick-Build program will allow for multiple countermeasures and strategies to be field-tested to analyze which countermeasures are most

effective in the SEMCOG region and in individual communities. The exact location and detailed scope of demonstration projects will be determined through collaboration with partner agencies.

Anticipated countermeasures include, but are not limited to, separated bike lanes, cycle tracks, bulb-outs, chicanes, speed humps, pedestrian refuge islands, enhanced crosswalk pavement markings, and other traffic calming features. Materials will be temporary in nature and include items such as paint, bollards, plastic delineator posts, planter boxes, rubber curbs, precast concrete parking stops, and bolt-down lane separator systems.

Products

- Documentation of educational workshops, engagement, and outreach in support of the Safe Streets Now program.
- Data analysis and technical assistance in identifying locations for demonstration projects
- Development of an application process for quick-build demonstration projects
- Documentation of quick-build demonstration projects implemented

25314 – Local Capacity Building

Funding Source: FHWA/FTA

Budget: \$1,553,720

Purpose/Outcome

Increase the capacity of local governments, partner organizations, agencies, and the public to participate in the development and implementation of regional plans, policies, and programs related to active and equitable transportation, tourism, and complete and healthy streets. Implementation of many of these activities will also assist in making progress in meeting air quality standards and addressing climate resiliency goals.

Method

Implementing SEMCOG plans is dependent on the actions of others, particularly local governments. These regional plans and policies must be understood and promoted so that they can be translated into actions that can be implemented locally. These local actions help move the region forward. Activities aimed at capacity building include:

- Implementing regional plans, including the Bicycle and Pedestrian Mobility Plan, Green Infrastructure Vision, Water Resources Plan, Broadband Framework, Transportation Safety Plan, and Parks and Recreation Plan; including technical assistance to communities
- SEMCOG University workshops and other training programs;
- Maintain and update the Equity Emphasis Areas tool and promote integration of equity and Justice40 in transportation planning;
- Engage and coordinate planning initiatives through the Justice40 Communities Task Force

- Assistance in developing local projects that promote walking and biking, green infrastructure, safe routes to school, complete streets, and other eligible projects under the Transportation Alternatives Program (TAP);
- Showcasing and promoting best practices including asset management, coordinated parks, recreation and trails planning, climate resiliency, and green infrastructure;
- Implement SEMCOG's Growing our Resilience, Equity, and Economy with Nature (GREEN) initiative to support sustainability through managing flooding on our roadways, fostering climate resilience, improving community health, and protecting natural assets;
- Technical assistance and information to implement recommendations of the Electric Vehicle Resource Kit and Planning Hub, the Broadband Navigator Hub, the GREEN Dashboard, and other interactive and dynamic planning resources.
- Develop and promote grant programs to increase planning capacity and develop selection criteria for regional review;
- Strategy development on land use, complete streets, active transportation, climate resiliency, equity, and other local regulations in support of regional plan implementation;
- Assist local governments and education organizations with efficiency, effectiveness, and collaboration efforts;
- Integrate the Bipartisan Infrastructure Law planning factors on travel and tourism and Justice40 into planning activities;
- Implement a planning assistance program that provides local communities with resources to plan activities that complement and implement SEMCOG plans, including services to seniors;
- Coordinate with infrastructure and environmental priorities including utilities, transportation, and climate resiliency;
- Implement and build capacity for the capital improvement coordination tool and process for infrastructure improvements across multiple sectors and jurisdictions;
- Develop interactive mapping and online web tools;
- Technical assistance in corridor planning, placemaking along commercial corridors and "main streets", electric vehicle charging, active transportation, and other mobility activities; and
- Develop a regional framework and provide technical assistance for sustainability and resiliency planning.

Products

- Documentation of training programs provided
- Summary of capacity-building and technical assistance activities

25330 – Public Transit

Funding Source: FHWA/FTA

Budget: \$446,783

Purpose/Outcome

Supports activities that improve transit in Southeast Michigan. Implementing better public transit includes working with the region's transit operators and the Regional Transit Authority (RTA) to implement the adopted regional transit vision. Transit activities are also integrated throughout various other tasks including Guiding Regional Investment, Security and Safety, and Travel Management.

Method

SEMCOG will work with the transit operators, including the RTA, MDOT Office of Passenger Transportation, the Federal Transit Administration, and a broad range of agencies, communities, and organizations to support transit improvements in Southeast Michigan. Activities include:

- Work with and support the RTA in planning activities that address federal requirements, especially in light of all of the new funding and programs via the infrastructure bill, and potential new federal transportation legislation.
- Work with the RTA toward the implementation of its updated transit master plan.
- Work with the RTA and operators to address issues related to the lasting impacts of the COVID-19 pandemic and in supporting equity and Justice40 in transit planning.
- Incorporate transit services from the Flint MTA, Windsor Transit, and TARTA into the planning and forecast modeling process.
- Support activities to implement recommendations of the 2050 Regional Transportation Plan for Southeast Michigan and Access to Core Services in Southeast Michigan report.
- Coordinate transit-related safety issues in the implementation of the Transportation Safety Plan for Southeast Michigan
- Promote land use and local governmental actions supportive of transit.
- Work with the RTA and transit providers to incorporate the recently completed transit on-board survey and boarding/alighting counts into the region's model and planning processes.
- Work with the RTA and transit providers on the implementation of the Coordinated Human Services Transportation Plan.
- Coordinate the update and monitoring of state of good repair and safety performance measure targets with MDOT and transit providers.

Products

- Document technical and policy assistance on various transit planning efforts.
- Participate in mobility management coordination activities with the RTA, transit agencies, and other providers.
- Maintain regional transit system map, system data, and model network.
- Participate in transit promotion and planning activities.
- Share best practices and information on transit in order to promote informed actions by decision makers and the public.

25344 – Safety and Security

Funding Source: FHWA/FTA

Budget: \$729,730

Purpose/Outcome

Improves the safety and security of the transportation system in Southeast Michigan by partnering with local governments and traffic safety stakeholders to develop plans and implement projects that reduce injuries and save lives. Traffic operations planning is a key component of enhancing safety and security of roadways along with public engagement and education.

Method

SEMCOG will work with a broad range of agencies, communities, and organizations to support safety improvements in Southeast Michigan, including implementation of the Southeast Michigan Transportation Safety Plan. This work will consider any new requirements or analysis identified in the Bipartisan Infrastructure Law. Activities include:

- Promote and implement the updated Southeast Michigan Transportation Safety Plan and Traffic Safety Manual.
- Continue coordination of the Southeast Michigan Transportation Safety Action Committee to work collaboratively to develop updates and implement elements of the plan.
- Collect and analyze traffic crash data.
- Develop and update transportation safety tools for use by local agencies, including tools for multimodal, complete streets, and equity emphasis planning that support transportation safety.
- Plan and coordinate safety initiatives, including regional safety audits.
- Continue implementation of the regional safety public education and engagement campaign Walk.Bike.Drive. Safe, which includes multiple communication and promotion tools to educate all road users of the laws, facilities, and best practices for safe travel.
- Interagency safety/security coordination, training, and exercises.
- Participate in various operations and safety coordinating committees with regional and statewide partners.
- Monitor and maintain the regional ITS Architecture.
- Maintain traffic control devices and equipment, speed data, and posted speeds databases.
- Continue the annual process of developing, adopting, implementing, and monitoring region-specific targets for the Safety and Transit Safety Performance Measures.

Products

- Technical and policy assistance on various safety planning efforts
- Maintain and update transportation safety planning tools, including the SEMCOG crash database, SEMCOG website, mapping tools, etc.

- Technical assistance for local agencies in addressing their safety needs by providing data, information/analysis, training (SEMCOG Universities), and performing safety audits and other technical assistance as requested
- Implementation and expansion of the Walk.Bike.Drive. Safe education campaign for regional and local education and planning activities
- Monitor and update Regional ITS Architecture as appropriate
- Participation in various operations planning coordination meetings and conferences
- Monitor the benefits of implemented safety projects and their impact on safety performance measures and related targets

25347 – Climate Resiliency Feasibility Assessments

Funding Source: SPR

Budget: \$200,000

Purpose/Outcome

Addressing flooding and resiliency in Southeast Michigan requires a collaborative approach across multiple infrastructure providers, including transportation and stormwater. This project will align a number of regional initiatives, including transportation planning, the GREEN Initiative, Infrastructure collaboration and water resource planning.

Nature-based solutions have been identified by federal, state and local agencies, as an opportunity to manage excess runoff from extreme rain events. SEMCOG will utilize the products from the GREEN Initiative (regional map of nature-based solutions) to identify alignment with future capital improvement infrastructure projects, including the TIP, RTP and other stormwater infrastructure capital improvement plans. Then at least two (2) potential locations will be selected for further analysis to determine feasibility of rerouting stormwater runoff from existing roadway impervious surfaces to large scale stormwater features. At least one concept plan and a report outlining the steps to assess feasibility potential funding sources will be prepared. Additionally, a GIS layer of these potential areas linked to future coordination on transportation and stormwater infrastructure projects is included.

Method

- Collaborate with Regional Stormwater Working Group to outline the process for this project. Bring together other infrastructure providers and stakeholders.
- Review mapped nature-based solutions opportunities in alignment with all relevant capital improvements plans, including local stormwater plans and transportation plans.
- Review flood risk tool, flood frequency and location data.
- Use this information to select two nature-based opportunity locations for further evaluation.
- Develop methodology for conducting feasibility assessment of nature based opportunities.
- Conduct field and plan review feasibility assessments
- Select one for concept plan development
- GIS based feature layer that connects the nature-based opportunities with future infrastructure projects – both transportation and stormwater – in both time and space.
- Integrate with MIC portal to establish need for large-scale coordination

Products

- Feasibility assessment methodology for nature-based solutions
- Reports from two feasibility assessments
- Nature-based flood control Concept plan
- Nature-Based Solutions – Capital Improvement Projects Map

25350 – Education and Workforce Development**Funding Source: Local****Budget: \$85,171****Purpose/Outcome**

This project furthers the economic transitions occurring in Southeast Michigan by ensuring that the future workforce has the education and skills needed to succeed in the knowledge economy and in-demand sectors. SEMCOG will provide a forum for K-12 and community college representatives to develop strategies for addressing workforce and education challenges. This includes sharing best practices, developing policy positions, and working collaboratively with local governments, community-based organizations, and workforce development partners in the region. The emphasis will be on addressing the talent strategies identified in the Economic Development Strategy for Southeast Michigan by preparing and connecting talent to in-demand occupations and addressing barriers to employment and workforce participation.

Method

Activities include:

- Forums to share best educational practices;
- Technical assistance and data to assist education members with planning and decision-making;
- Participation in education-related committees and activities;
- Research into key issues related to talent development and workforce participation;
- Development of materials for marketing career opportunities; and
- Focus groups bringing together employers, job seekers, workforce development, and education partners.

Products

- Policy positions for Executive Committee action
- Convening of workshops and forums to share case studies and promote best practices
- Summary of assistance provided education, workforce and other talent partners

25355 – Water Resources Policy, Planning & Education**Funding Source: Local****Budget: \$165,594**

Purpose/Outcome

Develops and implements water resources policy, activities, and programs. Southeast Michigan's water resources are among its most valuable natural assets. SEMCOG works to protect and restore waterways through collaborative partnerships resulting in a high-quality environment for residents, business, and recreation.

Method

SEMCOG will undertake a range of activities, with emphasis based on relevance to local communities and partner agencies, opportunities for intergovernmental collaborative decision-making, and partnerships for environmental stewardship and policy. Activities include:

- Assist and partner in watershed and infrastructure planning and implementation.
- Implement the Water Resources Plan for Southeast Michigan, the Green Infrastructure Vision for Southeast Michigan, the GREEN Initiative and the Water Infrastructure Planning Guide.
- Seek out funding and resources to support local priorities.
- Seek opportunities and strategically align projects and partnerships for water resource and infrastructure funding.
- Support continued development of the regional infrastructure asset management program, coordination, and planning.
- Participate in the Michigan Infrastructure Council and WAMC activities and priorities.
- Support regional and local climate resiliency planning and implementation activities. Develop specific tasks and activities to address and plan for future resiliency challenges.
- Policy input into legislative and regulatory activities affecting Southeast Michigan, including participation in state and federal associations.
- Facilitate cooperative local government efforts to improve water quality and coordinate on infrastructure improvements through the Southeast Michigan Partners for Clean Water and other regional infrastructure groups.
- Develop and implement education opportunities on water resource topics through the annual One Water program and through partnerships with state and local governments and Michigan Sea Grant.
- Align and integrate water resource, climate resiliency, and environmental priorities across other topic areas, including economic development, infrastructure, transportation, and data analysis.
- Update the Flood Risk Tool analysis, Flood Risk Tool Dashboard and integrate these into TIP planning process.
- Promotion of Flooding in Southeast Michigan application to track flooding to inform Flood Risk Tool.
- Develop and implement procedures and approaches that support local agency compliance activities across drinking water, wastewater, and stormwater.

Products

- Participation in water- and infrastructure-related committees and activities
- Summary of water quality- and infrastructure-related assistance and services to local governments
- Documentation of activities to institutionalize infrastructure coordination and asset management planning in the region
- Policy input on legislative and regulatory proposals
- Development of climate resiliency activities, guidance, and analyzes to support local implementation.
- Summary of water resource education activities and actions
- Activities that implement the Water Resources Plan for Southeast Michigan, the Water Infrastructure Planning Guide, the Green Infrastructure Vision for Southeast Michigan and the GREEN Initiative

25365 – Broadband

Funding Source: SPR (Department of Labor and Economic Opportunity)

Budget: \$50,000

Purpose/Outcome

Regional Broadband Navigators provide technical assistance and pertinent information to local and regional stakeholders, gather and disseminate broadband and digital equity information, develop a feedback loop with the Michigan Office of High Speed Internet (MIHI), and serve as the regional single point of contact for everything related to broadband in coordination with the State, National Telecommunication Information Administration (NTIA), Federal Communications Commission (FCC), and other lead agencies related to broadband.

Regional Navigators work with local and regional stakeholders including residents, businesses, and organizations to assist in coordination, development, and execution of broadband planning in response to the ongoing need for broadband access adoption and use. The work taken on locally is then communicated back to MIHI to inform the development of best practices, programs, and modulated approaches to addressing digital equity challenges.

Method

Activities include:

- Provide technical assistance to local and regional stakeholders
- Gather and disseminate state broadband information throughout the region
- Liaise with the Michigan High-Speed Internet Office (MIHI) and National Telecommunications and Information Administration (NTIA), along with other relevant state and federal agencies involved with broadband and digital equity
- Serve as the regional point of contact for broadband coordination
- Connect Community stakeholders to federal/state funded broadband programs, grants, resources, and other similar opportunities
- Build capacity with local leaders and stakeholders to increase the distribution of information and understanding among local communities and organizations to identify broadband and digital access needs

Products

- Documentation of meetings with federal, State and philanthropic stakeholders and funders
- Development of forums and workshops to share state and federal information and resources
- Technical assistance to communities to help access funding, and develop and implement broadband plans

25385 – Climate Action Plan CPRG Implementation

Funding Source: Federal – EPA

Budget: \$100,000

Purpose

The CPRG General Competition for Implementation Grants is designed to incentivize local municipalities to apply for funding together as a coalition to implement GHG reduction measures regionally, and will award funding to:

- Implement ambitious measures that will achieve significant cumulative GHG reductions by 2030 and beyond;
- Pursue measures that will achieve substantial community benefits (such as reduction of criteria air pollutants (CAPs) and hazardous air pollutants (HAPs)), particularly in low income and disadvantaged communities;
- Complement other funding sources to maximize these GHG reductions and community benefits; and,
- Pursue innovative policies and programs that are replicable and can be “scaled up” across multiple jurisdictions.

With this project, SEMCOG will act as the lead agency for regional coordination and grant administration, in support of a project (TBD) that aligns with the priorities established in the Southeast Michigan Healthy Climate Plan.

Method

Project activities may include but are not limited to:

- Overseeing subrecipients, and/or contractors and vendors;
- Tracking and reporting project progress on expenditures and purchases; and,
- Tracking, measuring, and reporting accomplishments and proposed timelines/milestones.

Products

- Reporting requirements specified by EPA for CPRG recipients

Element 4 & 5 Direct Management and Special Projects

This element includes management of the transportation program, management, and operation of the Metropolitan Affairs Coalition, and operation of the rideshare program.

24410/25410 – Commuter Connect

24456/25456 – Air Quality Planning & Education

24550/25550 – EDA Planning Partnership

24560/25560 – MAC Economic Development

24561/25561 – MAC Public Policy

24564/25564 – MAC Building One Community

24565-7/25565-7 – MAC Communications, Development, & Coordination

24571/25571 - MAC ERB/CWP

25510 – DOT Program Management

25520 – Strategic Engagement

25525 – Advocacy and Elected Official Involvement

25530 - Winter Maintenance Training

25555 - Center for Watershed Protection - Green Infrastructure Assessments

24410/25410 – Commuter Connect

Funding Source: SPR - CMAQ

Budget: \$360,000

Purpose

By promoting alternatives to the drive-alone commute, this project helps make the region's transportation system more efficient by reducing congestion, energy consumption, travel costs, and air pollution. With the shift to remote work for many office-based occupations, the concept of commuting continues to change. Addressing the commuting needs will require innovative strategies that support hybrid work arrangements for some workers while also providing regular services for workers who continue to work on site.

Method

Through this project, SEMCOG will:

- Market and maintain the Commuter Connect program in Southeast Michigan, including outreach to local governments, employers, and the general public;
- Operate SEMCOG's Commuter Connect transportation management system that promotes and provides carpool, vanpool, public transit, and nonmotorized travel matching and trip planning options;
- Promote and operate the Emergency Ride Home Program;
- Provide incentives and promote events encouraging commuting alternatives including rideshare, transit, walking, biking, and telecommuting;
- Facilitate activities of the Transportation Choices group, which includes transit and mobility providers and other stakeholders and advocates from throughout the region;
- Coordinate with SEMCOG's congestion management process, TIP development, and air quality analysis and education programs; and
- Work with employers to understand needs of workers in hybrid work arrangements, including the role and importance of broadband in meeting current and future commuting trends.

Products

- Reports documenting use of Commuter Connect matching database
- News releases and social media
- Outreach to businesses, community organizations, schools, and local governments
- Events and challenges (e.g., Commuter Challenge) along with Transportation Choices partners
- A dynamic website that promotes different alternative commute options and services available to support them

24456/25456 – Air Quality Action & Policy**Funding Source: SPR - CMAQ****Budget: \$50,000****Purpose/Outcome**

Activities from this task will help make progress in meeting air quality standards. The program encourages voluntary actions to

Method

This task will include public education efforts that focus on delivering clean-air messages through an updated air quality alert program in a variety of ways:

- Via print, electronic, online, and social media.
- By attending various types of events – through businesses, communities, schools, etc.

This task also includes support for working collaboratively with state and local partners to develop required compliance activities for the region and those for those activities that reduce congestion in the region.

Products

- Air quality communication via print materials including tip cards, displays, and media advisories and electronic, online and social media.
- Summary of other activities to support air quality policy and compliance activities and/or congestion reduction.

24550/25550 – EDA Economic Development Planning Partnership**Funding Source: Federal – EDA & MAC****Budget: \$140,000****Purpose/Outcome**

To enhance economic activity in the region, moving from recovery to opportunity and shared prosperity.

Method

- Implementing Southeast Michigan's Economic Development Strategy by convening a regional task force of public, private, and non-profit sector stakeholders. This will help maintain, monitor, and make necessary updates to the CEDS to ensure its relevancy and resiliency as the economy continues to evolve.
- Establish an Economic Development District (EDD) Committee to provide direction to help SEMCOG and MAC coordinate, maintain, and implement the CEDS. The committee will

be made up of public, private, and non-profit sector stakeholders who have contributed to the CEDS in the past as well as individuals and organizations that provide subject matter expertise on regional issues and trends in economic development.

- Increasing Shared Prosperity in Southeast Michigan by working with the University of Michigan to update the Shared Prosperity Report from 2020. This analysis evaluated and quantified the extent to which the Southeast Michigan economy had generated widely shared prosperity from 2012 – 2018. This new report will analyze the impact of COVID 19 on shared prosperity. This work will also align with the Justice40 Communities Task Force to ensure equity in SEMCOG’s planning process, resources, and programs. The goal of this Task Force is to ensure all voices and communities are heard in regional planning and initiatives, and that support is provided to communities in their path to prosperity.
- Promoting and Marketing Southeast Michigan by supporting communities in placemaking and revitalization activities in downtowns and commercial corridors through programming such as webinars, workshops, presentations and direct technical assistance. Other activities include developing an Experience Southeast Michigan video series, which highlights shopping and dining options in in communities and across the region addition to cultural, entertainment, and recreational and other unique experiences available to residents and visitors.
- Increasing Labor Force Participation by addressing barriers and strengthening career pathways in high growth areas such as healthcare, mobility, and construction by partnering with stakeholders to fill worker shortages. SEMCOG and MAC will develop strategies to fill gaps and identify resources for populations that are under-represented in the workforce through upskilling and training, addressing barriers, and strengthening industry/education partnerships.

Products

- Documentation of meetings and activities of the Economic Development District Committee
- Activities to implement the CEDS
- Development of Experience Southeast Michigan videos
- Updated Shared Prosperity report

24560/25560 – MAC Economic Development

Purpose/Outcome

To enhance economic activity in the region, moving from recovery to opportunity and shared prosperity.

Method

Implementing Southeast Michigan’s Economic Development Strategy

MAC and SEMCOG coordinated the development of Southeast Michigan’s Regional Economic Development Strategy (CEDs) Increasing Shared Prosperity for a Resilient Economy, based on

the three pillars of talent, place and business. Since approval in 2021, the focus has been on implementation. In addition, SEMCOG was designated as the Economic Development District for Southeast Michigan. This provides opportunities to strengthen relations with the Economic Development Administration (EDA) in addition to helping community organizations apply for and administer EDA grant funding and public sector capacity building. Among the focus areas are:

- Establish an Economic Development District (EDD) Committee to help SEMCOG and MAC coordinate, maintain, and implement the regional CEDS.
- Working with the University of Michigan to update the Shared Prosperity in Southeast Michigan report from 2020. This analysis evaluated and quantified the extent to which the Southeast Michigan economy had generated widely shared prosperity from 2012 – 2018.
- Promoting and Marketing Southeast Michigan by supporting communities in placemaking and revitalization activities in downtowns and commercial corridors through programming such as webinars, workshops, presentations, direct technical assistance and videos.
- Increasing Labor Force Participation by addressing barriers and strengthening career pathways to address labor shortages in high growth areas such as healthcare, mobility, and construction by partnering with stakeholders to fill worker shortages.

Products

- Documentation of meetings and activities of the Economic Development District Committee.
- Activities to implement the CEDS.
- Development of programs to promote and market Southeast Michigan
- Updated Shared Prosperity report.

24561/25561 – MAC Public Policy

Purpose

Develop and communicate MAC common-ground positions to leadership in Lansing and Washington, D.C., the media, and opinion leaders. Pursue opportunities to promote policies that respond to current economic and political challenges and regional and state priorities, inform the public, and encourage action.

Method

- MAC's Policy Platform Task Force will develop the 2025-2026 Federal and State Platform. This will build on the 2023-2024 platform that promotes equity, inclusion, and shared prosperity by focusing on public policy issues related to economic development, infrastructure, the environment, education, healthcare, and government operations. In addition, it will recognize policies related to SEMCOG projects including the Healthy Climate Plan, Justice 40 Task Force and Vision 2050 – the Regional Transportation Plan which will be finalized in June 2024.
- MAC will continue to implement the 2023-24 platform through activities that may include: convening issue advisory teams; creating opinion papers; co-sponsoring "Pulse of the Region" citizen surveys; sponsoring issues forums; and utilizing media releases, guest commentaries, and letters to the editor to share consensus positions. MAC will publish information and activities related to this work in our online newsletter, on our website, and on our Facebook page.

- Implement MAC's 2023-2024 Federal and State Platform. This promotes equity, inclusion, and shared prosperity by focusing on public policy issues related to economic development, infrastructure, the environment, education, healthcare, and government operations.
- MAC's implementation strategy will be guided by approved and ongoing positions, including: prioritizing state investments in infrastructure, education, workforce, and local communities; supporting MAC policies on issues such as government effectiveness; public health; and infrastructure; and on-going priorities including support for transit and transportation planning and funding.
- This work may include: convening issue advisory teams; creating opinion papers; co-sponsoring "Pulse of the Region" citizen surveys; sponsoring issues forums; and utilizing media releases, guest commentaries, and letters to the editor to share consensus positions. MAC will publish information and activities related to this work in our online newsletter, on our website, and on our Facebook page.

Products

- Presentations/board updates on policy issues
- Position papers on active issues
- Activities related to promoting MAC policy agenda

24564/25564 – MAC Building One Community

Purpose

Promote efforts that encourage and strengthen leadership and cooperation to contribute to a stronger, more cohesive, and prosperous region.

Method

Shining Light Regional Cooperation Awards

MAC will collaborate with the Detroit Free Press on the 17th annual Shining Light Regional Cooperation Awards. Key elements will include a public nominating and selection committee process; seeking sponsors and opportunities with local media to promote the event and honorees; supporting student involvement; and using the program as a vehicle to encourage regional cooperation and highlight MAC and its mission.

Collaboration and Partnerships

MAC will continue to develop new- and strengthen existing partnerships to help maximize effectiveness and impact of policy, economic development, and education priorities. These include civic organizations such as Detroit Regional Chamber, Citizens Research Council, Business Leaders for Michigan, Detroit Regional Partnership, Detroit Public Television, and SEMCOG.

Products

- Shining Light Regional Cooperation Awards
- Civic Partnerships

24565-7/25565-7 – MAC Communications, Development & Coordination**Purpose**

Conduct management, development, planning, and communications activities in support of MAC's mission.

Method

- General administration (Board meetings and engagement, financial management, Audit and Nominating functions, Board committees)
- Fundraising and development activities (renew annual/seek new funding sources, prepare funding requests and applications, manage corporate and foundation grants and other revenue sources)
- Communications and website management (maintain MAC website, Facebook page, and contact management database in coordination with SEMCOG)

Products

- Board and committee agendas, minutes, and correspondence
- Financial administration including budget and audit
- Fundraising and Development activities
- Communication materials, website, and other media materials

24571/25571 – MAC ERB

Funding Source: ERB Family Foundation

Budget: \$40,000

Purpose

Develop and enhance resources to support Southeast Michigan's green infrastructure network – expanding its size, improving its quality, and connecting people with its benefits. Using environmental data to analyze and support the region's opportunities to build, restore, or protect resilient natural landscapes, this project will provide guidance for regional stakeholders to understand what techniques to use in what contexts, where nature-based solutions will be most impactful regionally, and how to manage these resources more sustainably.

The project builds on the Strategic Framework for GREEN, which includes regional policies, metrics, and targets for nature-based solutions that were developed by a task force of regional stakeholders, and adopted by SEMCOG's elected leadership in July 2023. This work will help develop the foundation for the region's forthcoming Resiliency Plan, provide more detailed

mapping and decision-making tools within SEMCOG's GREEN Dashboard, and promote data-driven priority areas to implement landscape-scale nature-based solutions, along with their resulting environmental and water quality benefits.

Method

Project activities will be focused in these areas:

- Data collection and analysis – Engage consultant services to collect and analyze data that expands existing green infrastructure planning resources and pilot programs to all communities in Southeast Michigan. The project's first year is expected to focus on collecting data and mapping opportunities, and the second year will focus on assessing feasibility and connecting local entities with implementation resources.
- Stakeholder engagement - Convene a regional GREEN implementation team to guide the development of resources and priorities and align local needs with regional opportunities. Quarterly team meetings are expected, which will be open to any SEMCOG and MAC members and partners that are interested, and build on the coalition developed through the GREEN Task Force.
- Develop and promote implementation resources – Compile and present the products of this work with resources that are easy for local stakeholders to understand and apply, promoting the value of nature-based solutions, encouraging stewardship of the green infrastructure network, and enhancing engagement and implementation capacity in underserved communities.

Products

- Data Collection, Analysis & Mapping
- Stakeholder Engagement

25510 – DOT Program Management

Funding Source: FHWA/FTA

Budget: \$264,584

Purpose/Outcome

Ensures that SEMCOG's transportation program is managed effectively and coordinates transportation planning occurring in the region.

Method

Among the activities needed to ensure the efficient and effective planning process are:

- Implementing recommendations of the federal certification process.
- Coordinating with national partnership organization for planning technical assistance, policy guidance, and peer-to-peer exchanges (e.g. National Association of Regional Councils (NARC), Association of Metropolitan Planning Organization (AMPO)).
- Managing institutional arrangements between SEMCOG, MDOT, and U.S. DOT agencies.

- Managing institutional arrangements between SEMCOG and pass-through funding agencies.
- Legal and audit activities related to DOT activities.
- Continual monitoring of the federal transportation planning process.
- Systems development and operation required for program management and operation.
- Evaluating the institutional structure for transportation planning in Southeast Michigan.

Products

- Agreement and contracts that provide for pass-through of federal or state transportation funding
- Documentation of compliance with legal and administrative requirements of the transportation program, including DBE and Title VI reporting
- Monthly progress reporting system that allows for monitoring of performance of DOT-funded activities
- Completion report for DOT-funded activities
- Coordination and assistance to pass-through agencies in administering transportation funds

25520 – Strategic Engagement

Funding Source: Local

Budget: \$30,825

Purpose/Outcome

Allows SEMCOG to strategically engage with members and staff to support SEMCOG's mission.

Method

- Strategic engagement initiatives are identified, SEMCOG will respond through research, working groups, and communication. Initiatives researched will complement SEMCOG Unified Work Program.
- Other meetings and related costs not eligible for grant reimbursement.

Products

- Documentation of work performed on strategic engagement initiatives
- Meetings and strategic gatherings to support member and staff engagement

25525 – Advocacy and Elected Official Involvement

Funding Source: Local

Budget: \$204,656

Purpose/Outcome

State and federal governments play an important role in implementing SEMCOG's plans and policies. Provides for activities aimed at strengthening partnerships with State and federal governments. Through this project, SEMCOG seeks to involve diverse interests of both elected officials and stakeholders from around the region in planning and advocacy activities.

Method

This project enhances participation in SEMCOG through elected official and citizen reimbursements.

- Travel cost reimbursement for mileage, parking, or transit travel to participate in SEMCOG meetings.
- Payment of a per diem to elected officials representing SEMCOG at a non-SEMCOG meeting.
- Other meeting- and related costs that are not eligible for grant reimbursement.
- This project includes advocacy activities that are primarily carried out by contract representation at both the state and federal levels, including ballot initiatives. It also includes development of the legislative platform. SEMCOG works in partnership with the contractor, using their professional expertise to further SEMCOG's mission.

Products

- Participation in SEMCOG meetings by a broad range of elected officials and stakeholders
- Legislative platform and advocacy efforts on priority legislative issues for Southeast Michigan
- Discussion and participation in legislative work groups and with state and federal legislators and their staff
- Information and research on pertinent state and federal issues

25530- Winter Maintenance Training

Funding Source: State (EGLE)

Budget: \$25,000

Purpose/Outcome

Through the State of Michigan Department of Environment, Great Lakes and Energy, SEMCOG will administer a small grant to organize and facilitate in-person and virtual winter maintenance workshops. These training sessions will target local agencies across transportation and public works operations to focus on best practices for winter maintenance activities. Best practices include new technologies and equipment, salt and sand application and standard operating procedures. This grant will support contracting with a consultant and subject matter experts for the training and staff time for grant management.

Method

The work will include coordination with the Tri-County Regional Planning Commission and the Grand Valley Metro Council to secure a consultant and support all three regions. The other two regions will operate under their own grant. Coordination will take place for training consistency

across the state and cost savings. SEMCOG and the consultant will organize two in-person day training courses in addition to a virtual training.

Products

- Completed Winter Maintenance Workshops
- Virtual Winter Maintenance Overview Presentation / Recording

25555– Center for Watershed Protection - Green Infrastructure Assessments

Funding Source: ERB Family Foundation to Center for Watershed Protection

Budget: \$35,000

Purpose/Outcome

This project will increase the abundance of green infrastructure in the most underserved areas of Southeast Michigan with a particular emphasis in Wayne, Oakland and Macomb Counties. SEMCOG is a contractor to the Center for Watershed Protection and will support CWP in developing concept plans for green infrastructure. This project expands on the similar partnership and project funded through EGLE along the coastal zone of the region.

Method

- Outreach to Underserved Communities
- Desktop assessment of green infrastructure opportunities
- Field work to document site characteristics and determine feasibility of implementation
- StoryMap reporting
- Concept Designs

Products

- StoryMap of project sites and attributes like environmental benefits and projected costs.
- Concept designs

Element 9 Support

This element contains organizational support activities for the operation of SEMCOG and is an allocation to direct elements 1 through 5. Among these are the committee structure, communication activities, and necessary management activities.

25908 – Engaging Regional Stakeholders

25910 – General Program Management

25920 – Enabling Regional Decision Making

25908 – Engaging Regional Stakeholders

Purpose/Outcome

Provides for engagement with the many regional stakeholders regarding regional plans, policies, and programs. These activities result in a better understanding of regional plans, policies, and programs, furthering plan implementation.

Method

Engaging regional stakeholders is accomplished through a number of vehicles. These communication tools facilitate effective engagement:

- Publications.
- Website maintenance.
- Social media activities.
- Promotional and educational videos, photography, podcasts and other media productions.
- Blogs.
- Media relations.
- Presentations to a broad range of stakeholders.
- Participating in state and national work groups and organizations.
- Participating in regional civic organizations.
- Maintaining SEMCOG's branding efforts.

Products

- Electronic and print publications, including: Regional Update e-newsletter, reports, and blogs
- News releases, media advisories, etc.
- Graphic design and printed materials supporting SEMCOG work initiatives, including logos, displays, and QR codes
- Website updates
- Social media communications and tracking
- Promotional videos and educational podcasts

25910 – General Program Management

Purpose/Outcome

Provides for the efficient internal operation of SEMCOG, including routine functions which contribute to progress toward completion of the work program.

Method

Efficient and effective program management is accomplished through the following interrelated and ongoing systems:

- Human resource policies and administration, including staff training, performance reviews, DEI initiatives and DEI Council coordination, and salary and benefit administration.
- Organization-wide coordination through regular staff and supervisory meetings and weekly written communications.
- Inter-grant program budget coordination and management including processing amendments.
- Management of progress reporting system.
- Maintenance of agency finance policies and procedures.
- Coordination of procurement activities.

Products

- Administration memoranda and correspondence
- Monthly progress reports and expenditure summaries
- Annual work program completion report
- Annual work program and budget
- Human resource administration

25920 – Enabling Regional Decision Making

Purpose/Outcome

SEMCOG’s collaborative policy-building process is essential to developing regional plans and policies. SEMCOG policy actions guide organizational activities and result in plans that meet state and federal regulations and guide local decision making. The result is more effective governmental services.

Method

Policy development and local government participation in planning and implementation through:

- Robust database to enable and track communication with elected officials, appointed officials, and staff of local governments, agency representatives, stakeholders, media, and the public interested in regional issues.
- Committees, advisory councils, and task forces addressing key regional issues.
- Issue-area affiliation groups, including Environmental.
- Regional policy development, monitoring, and reporting.
- Maintenance of regional governing structure and voting system.
- Ensuring SEMCOG delegates and alternates have the information they need to fully participate and access SEMCOG information and services.

- Ongoing surveys and evaluations.

Products

- Products/tools designed to increase participation in planning, policy, and decision-making and increase capacity of local governments
- Creation and publication of the membership lists, meeting notices, and agendas for the General Assembly, Executive Committee, standing committees, and task forces
- Member recognition and engagement programs
- Bylaws and voting system updates

SEMCOG 2024-2025 UWP Timeline

		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Element 1	Data Collection and Analysis												
24160/25160	Asset Data Collection												
25115	Data Collection, Management and Distribution												
25130	Demographic/Socio Economic Forecasts												
25142	Monitoring Transportation Perform/Reliability												
Element 2	Plan and Policy Development												
24286	Infrastructure Coordination												
24287	Climate Action Plan												
24290	Protect - Regional Resiliency Plan												
24204/25204	MDOT Project Coordination												
25206	Travel Management												
25207	Household Survey												
25220	Guiding Regional Investments	---O-- --				-----O- -----	-----O- -----				-----O- -----	-----O- -----	
25225	Complete Streets												
25226	Economic Vitality												
25284	Michigan Infrastructure Council												
25289	Environmental Sustainability												
	Continuous activity												
	----<-----												
	-----O-----												
	Exec or GA actions												
	TCC/Exec Comm or GA meetings												

		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Element 3	Plan Implementation												
23318	GLRI												
23346	EGLE-Solid Waste												
23360	Smart Cities												
24315	GLRI EJ												
24327	DNR Sparks												
24345	Multimodal Tool												
24370	Safe Streets Road Safety Audit Program												
24375	Michigan Infrastructure Technical Assistance												
24380	Safe Streets Implementation												
25314	Local and Public Capacity Building	----O- ---											
25330	Public Transit												
25344	Safety and Security												
25347	Climate Resiliency Feasibility Assessments												
25350	Education and Workforce development												
25355	Water Policy, Planning, & Education												
25365	Broadband												
25385	Climate Action Plan CPRG Implementation												
	Continuous activity												
	Exec or GA actions												
	TCC/Exec Comm or GA meetings												

		July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June
Element 4&5	Direct Management and Special Projects												
24410/25410	Commuter Connect												
24456/25456	Air Quality Planning & Education												
24550/25550	EDA Planning Partnership												
24560-99/25560-99	Metropolitan Affairs Coalition (MAC)						----						
24571/25571	MAC-ERB						<-----						
25510	DOT Program Management												
25520	Strategic Engagement												
25525	Advocacy and Elected Official Involvement												
25530	Winter Maintenance Training												
25555	CWP Green Infrastructure												
Element 9	Support Services												
25908	Engaging Regional Stakeholders												
25910	General Program Management												
25920	Enabling Regional Decision Making												
	Continuous activity												
	-----<-----												
	Exec or GA actions												
	-----O-----												
	TCC/Exec Comm or GA meetings												

2024-2025 Budget Overview

	Adopted	Proposed		%
	<u>2023-2024</u>	<u>2024-2025</u>	<u>Variance</u>	<u>Change</u>
<u>REVENUE</u>				
Federal Revenue	1,311,911	3,776,272	2,464,361	188%
State Revenue	286,715	355,871	69,156	24%
State Admin. Federal Revenue	11,283,930	12,271,400	987,470	9%
Other Revenues	355,939	952,116	596,177	167%
Local Dues Revenue	2,489,297	2,656,524	167,227	7%
Interest/Other	100,000	175,000	75,000	75%
Total Revenue	<u>15,827,792</u>	<u>20,187,184</u>	<u>4,359,392</u>	<u>28%</u>
<u>EXPENDITURES</u>				
Salary	5,344,639	5,772,888	428,249	8%
Fringe	3,968,549	4,329,666	361,117	9%
Contracts	3,324,366	6,890,925	3,566,559	107%
Travel	203,800	230,325	26,525	13%
Supplies	803,250	964,250	161,000	20%
Other	2,183,188	1,999,129	-184,059	-8%
Total Expenditures	<u>15,827,792</u>	<u>20,187,184</u>	<u>4,359,392</u>	<u>28%</u>

Source Grant Revenues

		<u>Audited</u> <u>2022-2023</u>	<u>Approved</u> <u>2023-2024</u>	<u>Proposed</u> <u>2024-2025</u>	<u>%</u> <u>Change</u>
<u>Federal Grants</u>					
DOC-	Economic Development Strategy	42,648	70,000	70,000	0%
EPA-	Climate Action Plan	-	-	272,415	0%
EPA-	Climate Action Plan CPRG Imp. Plan	-	-	100,000	0%
EPA-	GLRI Environmental Justice	-	-	375,000	0%
EPA-	Green Infrastructure (GLRI19)	5,234	961,911		-100%
EPA-	Green Infrastructure (GLRI23)	15,345	-	361,856	0%
FHWA-	Protect - Regional Resiliency Plan	-	-	415,302	0%
USDOT-	Safe Streets Road Safety Audit Prog.	-	280,000	261,966	-6%
USDOT-	Safe Streets Implementation	-	-	1,919,733	100%
Total Federal Grants		<u>63,226</u>	<u>1,311,911</u>	<u>3,776,272</u>	<u>188%</u>
<u>State Grants</u>					
EGLE-	Materials Management	24,338	12,715	25,871	103%
EGLE-	Winter Maintenance Training	-	-	25,000	0%
MDLEO-	EV Hub	33,121	100,000	-	-100%
MDOT-	Asset Management	112,598	174,000	225,000	29%
MIC-	Michigan Infrastructure Council	-	-	30,000	0%
MIO-	Michigan Infrastructure Tech. Assist.	-	-	50,000	0%
Total State Grants		<u>170,057</u>	<u>286,715</u>	<u>355,871</u>	<u>24%</u>

	<u>Audited</u> <u>2022-2023</u>	<u>Approved</u> <u>2023-2024</u>	<u>Proposed</u> <u>2024-2025</u>	<u>%</u> <u>Change</u>
<u>State Admin. Federal</u>				
CMAQ- Air Quality Planning & Education	45,810	50,000	40,000	-20%
CMAQ- Commuter Connect	362,863	360,000	360,000	0%
EGLE- GI for Coastal Resilience	50,083	-	-	0%
MDLEO- Broadband	-	30,000	50,000	67%
MDLEO- Smart Cities & Electric Fleets	86,269	68,636	5,000	-93%
MDNR- DNR Sparks	-	50,000	50,000	0%
MDOT- Climate Res. Feasibility Assess.	-	200,000	200,000	0%
MDOT- Consolidated Planning	7,742,770	9,975,315	9,862,730	-1%
MDOT- Consolidated Planning TM1	928,733	-	-	0%
MDOT- Consolidated Planning TM2	320,146	-	-	0%
MDOT- Household Survey	-	-	1,400,000	0%
MDOT- Infrastructure Collaboration	137,333	149,979	54,575	-64%
MDOT- MDOT Project Assist. & Coord.	218,809	200,000	200,000	0%
MDOT- Multimodal Tool	102,710	200,000	49,094	-75%
Total State Admin. Federal Grants	<u>9,995,526</u>	<u>11,283,930</u>	<u>12,271,400</u>	<u>9%</u>

Other Grants/Match

MAC- Metropolitan Affairs	111,642	195,189	198,391	2%
MAC- Metropolitan Affairs (EDA Match)	42,648	70,000	70,000	0%
MAC- Metropolitan Affairs - ERB	-	-	40,000	0%
OTHER- CWP Green Infrastructure Assess.	-	-	35,000	0%
OTHER- Household Survey (Future Match)	-	-	127,050	0%
OTHER- Planning Assist. Grants (Match)	96,913	90,750	81,675	-10%
OTHER- Safe Streets Imp. (Match)	-	-	400,000	0%
Total Other Grants	<u>251,203</u>	<u>355,939</u>	<u>952,116</u>	<u>167%</u>

	<u>Audited</u> <u>2022-2023</u>	<u>Approved</u> <u>2023-2024</u>	<u>Proposed</u> <u>2024-2025</u>	<u>%</u> <u>Change</u>
Local Revenue Breakdown				
Memberships	2,532,436	2,489,297	2,656,524	7%
Interest & Other	148,935	100,000	175,000	75%
Total Local Income Available	<u>2,681,370</u>	<u>2,589,297</u>	<u>2,831,524</u>	<u>9%</u>
Less Local Programmed	2,399,448	2,589,297	2,831,524	9.35%
Uncommitted Local	-	-	-	
Unrestricted Fund Balance	-	-	-	
Excess of Available Revenue over Programmed	281,922	-	-	

Grant Local Revenue Allocation

	<u>Grantor</u>	<u>Other Match*</u>	<u>Local</u>	<u>Total</u>	
<u>Federal Grants</u>					
DOC-	Economic Development Strategy	70,000	70,000	-	140,000
EPA-	Climate Action Plan	272,415	-	-	272,415
EPA-	Climate Action Plan CPRG Imp. Plan	100,000	-	-	100,000
EPA-	GLRI Environmental Justice	375,000	-	-	375,000
EPA-	Green Infrastructure (GLRI19)	-	-	-	-
EPA-	Green Infrastructure (GLRI23)	361,856	-	-	361,856
FHWA-	Protect - Regional Resiliency Plan	415,302	-	-	415,302
USDOT-	Safe Streets Road Safety Audit Prog.	261,966	-	65,491	327,457
USDOT-	Safe Streets Implementation	1,919,733	400,000	79,933	2,399,666
Total Federal Grants	3,776,272	400,000	145,424	4,391,696	
<u>State Grants</u>					
EGLE-	Materials Management	25,871	-	-	25,871
EGLE-	Winter Maintenance Training	25,000	-	-	25,000
MDLEO-	EV Hub	-	-	-	-
MDOT-	Asset Management	225,000	-	-	225,000
MIC-	Michigan Infrastructure Council	30,000	-	-	30,000
MIO-	Michigan Infrastructure Tech. Assist.	50,000	-	-	50,000
Total State Grants	355,871	-	-	355,871	

	<u>Grantor</u>	<u>Other Match*</u>	<u>Local</u>	<u>Total</u>	
State Admin. Federal Grants					
CMAQ-	Air Quality Planning & Education	40,000	-	10,000	50,000
CMAQ-	Commuter Connect	360,000	-	-	360,000
EGLE-	GI for Coastal Resilience	-	-	-	-
MDLEO-	Broadband	50,000	-	-	50,000
MDLEO-	Smart Cities & Electric Fleets	5,000	-	-	5,000
MDNR-	DNR Sparks	50,000	-	-	50,000
MDOT-	Climate Res. Feasibility Assess.	200,000	-	-	200,000
MDOT-	Consolidated Planning	9,862,730	81,675	2,062,804	11,925,534
MDOT-	Consolidated Planning TM1	-	-	-	-
MDOT-	Consolidated Planning TM2	-	-	-	-
MDOT-	Household Survey	1,400,000	127,050	127,050	1,527,050
MDOT-	Infrastructure Collaboration	54,575	-	-	54,575
MDOT-	MDOT Project Assist. & Coord.	200,000	-	-	200,000
MDOT-	Multimodal Tool	49,094	-	-	49,094
Total State Admin. Federal Grants	12,271,400	81,675	2,199,854	14,679,979	
Other Grants/Match					
MAC-	Metropolitan Affairs	198,391	-	-	198,391
MAC-	Metropolitan Affairs (EDA Match)	70,000	-	-	70,000
MAC-	Metropolitan Affairs - ERB	40,000	-	-	40,000
OTHER-	CWP Green Infrastructure Assess.	35,000	-	-	35,000
OTHER-	Household Survey (Future Match)	127,050	-	-	127,050
OTHER-	Planning Assist. Grants (Match)	81,675	-	-	81,675
Total Other Grants	952,116	-	-	952,116	
Local Projects	486,246	-	-	486,246	
Uncommitted local	-	-	-	-	
Total Revenue	17,841,906	-	2,345,278	20,187,184	

*Other Match shows the source of the local match and the grant the match will be applied to. Local match is covered by subrecipients for any pass-through funding received.

SEMCOG's Cost Allocation Plan

Period July 1, 2024 to June 30, 2025

Cost Allocation Plans provide a method for distributing both direct and indirect costs that cannot be directly attributed to any single funding source without undue effort. Such costs are allocated at SEMCOG via four allocation pools. The pools are Support Services, Indirect Costs, Data Processing, and Fringe Benefits.

These Cost Allocation Plans were developed under the procedures in 2 CFR 225 and are submitted to the U.S. Department of Transportation and the Michigan Department of Transportation.

The following pages of this document are the proposed Cost Allocation Plans for the Fiscal Year 2024-2025 starting July 1, 2024, and certified by the Executive Director.



Amy O'Leary, Executive Director

Support Services

Cost Allocation Plan

This element contains direct costs incurred to support the management activities of SEMCOG that, due to their nature, are more cost effectively handled by an allocation plan rather than individual task direct charges.

The budget reflects a negotiated provisional Support Services rate allocated to each grant contract and contains those costs allowable under 2 CFR 225.

Support Services is applied to all direct cost objects except contract and data processing.

Certain technical assistance contracts in element 5 pay directly for support service type activity by SEMCOG and are exceptions to this allocation. This element contains direct costs incurred to support the management activities of SEMCOG that, due to their nature, are more cost effectively handled by an allocation plan rather than individual task direct charges.

The SEMCOG provisional Support Services rate for fiscal year 2024-2025 is 28%.

Total Elements 1-5 with Fringe	15,447,934
Less:	
Contracts in Element 1-5	6,593,925
MAC Total	198,391
DP in Element 1-5	418,000
Total Direct Cost Base	8,237,618
Budgeted Support Services Pool	2,287,447
Divided by Direct Cost Base	8,237,618
Provisional Support Service Rate	28%

Support Services Continued

Support Services are those costs necessary to successfully carry out SEMCOG's regional planning and intergovernmental coordination functions.

Support Services contains numerous agency support activities necessary for the effective operation of SEMCOG. These include SEMCOG's committee structure, communications activities, and information distribution services. Also included are local government and community liaison activities.

The size of the Support Services allocation is consistent with the overall budget.

<u>Expenditures by Object</u>	<u>Proposed 2024-2025</u>
Salary	911,723
Contracts	197,000
Travel	76,000
Data Processing	48,000
Supplies	173,000
Subscriptions/Memberships	57,000
Miscellaneous Other	40,931
Meeting Expenses	100,000
Fringe	683,792
Total	<u><u>2,287,447</u></u>

<u>Expenditures by Project</u>	<u>Proposed 2024-2025</u>
Engaging Regional Stakeholders	876,344
General Program Management	310,981
Enabling Regional Decision Making	1,100,122
Total	<u><u>2,287,447</u></u>

<u>Fiscal Year</u>	<u>Expenditures</u>	<u>% of Base</u>
24-25 Proposed	2,287,447	28%
23-24 Budget	2,127,795	28%
22-23 Actual	1,729,796	23.72%

Data Processing

Cost Allocation Plan

This allocation pool contains those costs incurred to maintain and access data processing operations at SEMCOG. Costs are charged to the data processing pool that covers system operations. Expenses include purchases, lease, and depreciation associated with computer processing equipment and related peripheral equipment; maintenance agreements; supplies; system wide software, training documents, and related materials; and the salary and fringe benefit costs of staff supporting the system.

Data processing costs will be allocated to projects based on a proportionate share of computer usage adjusted on a monthly basis to actual usage.

<u>Expenditures by Object</u>	<u>Proposed 2024-2025</u>
Salary	131,341
Travel	3,000
Supplies	200,250
Dues/Membership	9,000
Miscellaneous Other*	89,904
Fringe	98,506
Total	<u>532,000</u>

* Miscellaneous Other includes computer equipment purchases below the \$5,000 capital equipment threshold and equipment depreciation.

Indirect

Cost Allocation Plan

Indirect Costs are those costs incurred for a joint purpose benefiting more than one project or grant objective.

The budget reflects a negotiated provisional indirect cost rate allocated to each grant contract and contains those costs allowable under 2 CFR 225.

The SEMCOG provisional Indirect rate for fiscal year 2024-2025 is 22%

Direct Work Element Costs	12,381,555
Plus: Allocated Direct Fringe Benefit Costs	3,066,379
Plus: Allocated Support Service Costs	2,287,447
Minus: Direct Work Element Contractual Costs	<u>-6,593,925</u>
Direct Cost Base	<u>11,141,456</u>
Budgeted Indirect Cost Pool	<u>2,451,802</u>
Divided by Direct Cost Base	11,141,456
Provisional Indirect Cost Rate	22%

Indirect Continued

<u>Expenditures by Object</u>	<u>Proposed 2024-2025</u>
Salary	641,319
Contracts	100,000
Travel	5,000
Meeting and conferences	1,800
Auto Rental & Maintenance	35,000
Furniture/Computer Expense	5,500
Printing	15,000
Office Supplies	6,500
Mail Services	500
Maintenance Expense	160,000
Insurance	20,000
Dues/Memberships	1,500
Other	102,694
Electronic Communication & Utilities	75,000
Leases	672,000
Depreciation	60,000
Data Processing	66,000
Meeting Expense	3,000
Fringe	480,989
Total	<u>2,451,802</u>

<u>Fiscal Year</u>	<u>Expenditures</u>	<u>% of Base</u>
24-25 Proposed	2,451,802	22%
23-24 Budget	2,302,003	22%
22-23 Actual	2,177,639	23%

Fringe Benefits

Cost Allocation Plan

The SEMCOG provisional Fringe Benefit rate for fiscal year 2024-2025 is 75%.

SEMCOG salaries are budgeted for actual time worked to most appropriately allocate costs to project and grantor agencies. Full-time Fringe Benefits include paid time off, holiday, and administrative leaves.

SEMCOG provides Fringe Benefits to employees that are comparable with benefits provided by other governmental units and average private sector employers.

	Proposed
	<u>2024-2025</u>
<u>Salaries</u>	5,772,888
<u>Fringe Benefits</u>	
FICA	410,000
Medicare	100,000
Retirement	1,800,000
Dental Insurance	90,000
Vision	11,000
Group Life & Disability Insurance	90,000
Health Insurance	800,000
HRA expenses	40,000
Unemployment Compensation	5,000
Worker Compensation Insurance	10,000
Paid Time Off	525,000
Holiday Leave	255,000
Administrative Leave	10,000
Other Benefits	<u>173,666</u>
Total Fringe Benefits	<u>4,319,666</u>

<u>Fiscal Year</u>	<u>Expenditures</u>	<u>% of Base</u>
24-25 Proposed	4,319,666	75%
23-24 Budget	3,968,549	75%
22-23 Actual	3,524,624	76.93%

Element Tables

ELEMENT SUMMARY TABLE						
	ELEM 1	ELEM 2	ELEM 3	ELEM 4	ELEM 5	ELEM 1-5
Budget						
Revenue						
MDOT-FTA/FHWA	4,333,284	4,679,107	2,730,233	-	264,584	12,007,209
MDOT Grantor	3,546,793	3,864,679	2,234,696	-	216,562	9,862,730
Local	786,491	814,428	413,862	-	48,022	2,062,804
Other Match	-	-	81,675	-	-	81,675
MDOT-FTA/FHWA Carryover	-	1,654,100	-	-	-	1,654,100
MDOT Grantor	-	1,400,000	-	-	-	1,400,000
Local	-	127,050	-	-	-	127,050
Other Match FY 25-26	-	127,050	-	-	-	127,050
State Admin Federal	-	254,575	354,095	410,000	-	1,018,670
State Admin Federal Grantor	-	254,575	354,095	400,000	-	1,008,670
Local	-	-	-	10,000	-	10,000
Federal Direct	-	687,717	3,563,980	-	140,000	4,391,697
Federal Grantor	-	687,717	3,018,555	-	70,000	3,776,272
Local	-	-	145,425	-	-	145,425
Other Match	-	-	400,000	-	70,000	470,000
State Direct	225,000	30,000	75,871	-	25,000	355,871
State Grantor	225,000	30,000	75,871	-	25,000	355,871
Local	-	-	-	-	-	-
Other	-	-	-	-	273,391	273,391
Other Grantor	-	-	-	-	273,391	273,391
Local	-	-	-	-	-	-
Local	-	-	250,765	-	235,481	486,246
TOTAL	4,558,285	7,305,499	6,974,944	410,000	938,456	20,187,184
Expenditures						
Salary	1,328,380	1,597,163	847,679	82,648	232,636	4,088,505
Fringe	996,285	1,197,872	635,759	61,986	174,477	3,066,379
Contracts	85,000	2,138,100	4,065,000	25,000	280,825	6,593,925
Travel	17,600	21,500	15,925	8,500	46,000	109,525
Supplies	202,000	82,500	44,000	75,000	-	403,500
Other	340,000	448,000	347,000	19,600	31,500	1,186,100
Support	782,394	888,730	494,022	67,686	54,616	2,287,447
Indirect	806,626	931,633	525,560	69,581	118,403	2,451,802
TOTAL	4,558,285	7,305,499	6,974,944	410,000	938,456	20,187,184

ELEMENT 1					
Project Number	24160/25160	25115	25130	25142	ELEM 1
Project Description	Asset Mgt	Data Collect Mgt & Distribution	Demo/Sci Forecast	Mont Reg Perform & Reliability	TOTAL
Grant Number	TAS24/TA25	CPG25	CPG25	CPG25	
Budget Revenue					
MDOT-FTA/FHWA		2,318,409	1,316,304	698,571	4,333,284
MDOT Grantor		1,897,618	1,077,395	571,780	3,546,793
Local		420,791	238,909	126,791	786,491
Other Match					
MDOT-FTA/FHWA Carryover					
MDOT Grantor					
Local					
Other Match FY 25-26					
State Admin Federal					
State Admin Federal Grantor					
Local					
Federal Direct					
Federal Grantor					
Local					
Other Match					
State Direct	225,000				225,000
State Grantor	225,000				225,000
Local	0				0
Other					
Other Grantor					
Local					
TOTAL	225,000	2,318,409	1,316,304	698,571	4,558,285
Expenditures					
Salary	47,937	663,043	462,347	155,053	1,328,380
Fringe	35,953	497,282	346,760	116,290	996,285
Contracts	85,000	-	-	-	85,000
Travel	1,100	14,500	1,000	1,000	17,600
Supplies	-	202,000	-	-	202,000
Other	6,000	117,000	42,000	175,000	340,000
Support	23,797	406,511	226,830	125,256	782,394
Indirect	25,214	418,074	237,366	125,972	806,626
TOTAL	225,000	2,318,409	1,316,304	698,571	4,558,285

ELEMENT 2					
Project Number	24286	24287	24290	24204/25204	25206
Project Description	Infrastructure Collaboration 7/1/24-9/30/24	Climate Action Plan	Protect - Regional Resiliency Plan	MDOT Project Assist & Coordn (ongoing)	Travel Mgt
Grant Number	IC24	CPR24	PRRP24	PC24-25	CPG25
Budget					
Revenue					
MDOT-FTA/FHWA					1,607,693
MDOT Grantor					1,315,896
Local					291,796
Other Match					
MDOT-FTA/FHWA Carryover					
MDOT Grantor					
Local					
Other Match FY 25-26					
State Admin Federal	54,575			200,000	
State Admin Federal Grantor	54,575			200,000	
Local					
Federal Direct		272,415	415,302		
Federal Grantor		272,415	415,302		
Local					
Other Match					
State Direct					
State Grantor					
Local					
Other					
Other Grantor					
Local					
Local					
TOTAL	54,575	272,415	415,302	200,000	1,607,693
Expenditures					
Salary	19,970	99,683	40,728	70,474	491,679
Fringe	14,978	74,762	30,546	52,856	368,759
Contracts	-	-	304,000	-	-
Travel	-	-	-	-	3,500
Supplies	-	-	-	-	80,000
Other	-	-	-	6,000	96,000
Support	9,786	48,845	19,957	34,532	278,023
Indirect	9,841	49,124	20,071	36,137	289,731
TOTAL	54,575	272,415	415,302	200,000	1,607,693

ELEMENT 2 CONTINUED							
Project Number	25207	25220	25225	25226	25284	25289	ELEM 2
Project Description	HH Survey	Guiding Regional Invest.	Complete Streets	Econ. Vitality	MI Infr. Council	Environ. Sustain.	TOTAL
Grant Number	HS25	CPG25	CPG25	CPG25	MIC25	CPG25	
Budget Revenue							
MDOT-FTA/FHWA		1,251,292	191,900	955,411		672,811	4,679,107
MDOT Grantor		1,024,183	191,900	782,004		550,696	3,864,679
Local		227,110	0	173,407		122,115	814,428
Other Match							
MDOT-FTA/FHWA Carryover	1,654,100						1,654,100
MDOT Grantor	1,400,000						1,400,000
Local	127,050						127,050
Other Match FY 25-26	127,050						127,050
State Admin Federal							254,575
State Admin Federal Grantor							254,575
Local							
Federal Direct							687,717
Federal Grantor							687,717
Local							
Other Match							
State Direct					30,000		30,000
State Grantor					30,000		30,000
Local							0
Other							0
Other Grantor							0
Local							
TOTAL	1,654,100	1,251,292	191,900	955,411	30,000	672,811	7,305,499
Expenditures							
Salary	-	404,844	70,259	206,659	-	192,867	1,597,163
Fringe	-	303,633	52,694	154,994	-	144,650	1,197,872
Contracts	1,654,100	-	-	100,000	30,000	50,000	2,138,100
Travel	-	4,000	-	8,000	-	6,000	21,500
Supplies	-	-	-	-	-	2,500	82,500
Other	-	98,000	-	186,000	-	62,000	448,000
Support	-	215,173	34,427	145,503	-	102,485	888,730
Indirect	-	225,643	34,520	154,254	-	112,310	931,633
TOTAL	1,654,100	1,251,292	191,900	955,411	30,000	672,811	7,305,499

ELEMENT 3						
Project Number	23318	23346	23360	24315	24327	24345
Project Description	GLRI	Materials Management	Smart Cities & Electric Fleets	GLRI EJ	DNR Sparks	Multimodal Tool 7/1/24-9/30/24
Grant Number	GLRI23	MMCE23	EVJA23	GLEJ24	DNRS24	MT24
Budget Revenue						
MDOT-FTA/FHWA						
MDOT Grantor						
Local						
Other Match						
MDOT-FTA/FHWA Carryover						
MDOT Grantor						
Local						
Other Match FY 25-26						
State Admin Federal			5,000		50,000	49,094
State Admin Federal Grantor			5,000		50,000	49,094
Local						
Federal Direct	361,856			375,000		
Federal Grantor	361,856			375,000		
Local						
Other Match						
State Direct		25,871				
State Grantor		25,871				
Local						
Other						
Other Grantor						
Local						
TOTAL	361,856	25,871	5,000	375,000	50,000	49,094
Expenditures						
Salary	22,635	9,467	-	-	-	10,646
Fringe	16,976	7,100	-	-	-	7,985
Contracts	300,000	-	5,000	375,000	50,000	20,000
Travel	-	-	-	-	-	-
Supplies	-	-	-	-	-	-
Other	-	-	-	-	-	-
Support	11,091	4,639	-	-	-	5,217
Indirect	11,154	4,665	-	-	-	5,247
TOTAL	361,856	25,871	5,000	375,000	50,000	49,094

ELEMENT 3 CONTINUED						
Project Number	24370	24375	24380	25314	25330	25344
Project Description	SS Road Safety Audit Program	Michigan Infra. Tech. Assist.	SS Implement.	Local Capacity Building	Public Transit	Safety & Security
Grant Number	SS24	MIO24	SSI24	CPG25	CPG25	CPG25
Budget						
Revenue						
MDOT-FTA/FHWA				1,553,720	446,783	729,730
MDOT Grantor				1,271,720	365,692	597,284
Local				200,325	81,091	132,446
Other Match				81,675		
MDOT-FTA/FHWA Carryover						
MDOT Grantor						
Local						
Other Match FY 25-26						
State Admin Federal						
State Admin Federal Grantor						
Local						
Federal Direct	327,457		2,399,666			
Federal Grantor	261,966		1,919,733			
Local	65,491		79,933			
Other Match			400,000			
State Direct		50,000				
State Grantor		50,000				
Local						
Other						
Other Grantor						
Local						
Local						
TOTAL	327,457	50,000	2,399,666	1,553,720	446,783	729,730
Expenditures						
Salary	10,047	-	58,426	373,986	120,168	147,462
Fringe	7,536	-	43,819	280,489	90,126	110,597
Contracts	300,000	50,000	2,240,000	450,000	-	-
Travel	-	-	-	10,000	3,000	925
Supplies	-	-	-	4,000	25,000	15,000
Other	-	-	-	47,500	57,000	202,500
Support	4,923	-	28,629	188,713	70,922	121,655
Indirect	4,951	-	28,792	199,031	80,567	131,591
TOTAL	327,457	50,000	2,399,666	1,553,720	446,783	729,730

ELEMENT 3 CONTINUED						
Project Number	25347	25350	25355	25365	25385	ELEM 3
Project Description	CR Feasibility Assess. 10/1/24-9/30/25	Ed. /Workforce Develop.	Water Policy, Planning, & Education	Broadband	CAP CPRG Implement.	TOTAL
Grant Number	CNBS25	LP25	LP25	BB25	CPRI25	
Budget Revenue						
MDOT-FTA/FHWA						2,730,233
MDOT Grantor						2,234,696
Local						413,862
Other Match						81,675
MDOT-FTA/FHWA Carryover						0
MDOT Grantor						0
Local						0
Other Match FY 25-26						0
State Admin Federal	200,000			50,000		354,095
State Admin Federal Grantor	200,000			50,000		354,095
Local						0
Federal Direct					100,000	3,563,980
Federal Grantor					100,000	3,018,555
Local						145,425
Other Match						400,000
State Direct						75,871
State Grantor						75,871
Local						0
Other						0
Other Grantor						0
Local						0
Local		85,171	165,594			250,765
TOTAL	200,000	85,171	165,594	50,000	100,000	6,974,944
Expenditures						
Salary	36,228	30,881	27,732	-	-	847,679
Fringe	27,171	23,160	20,799	-	-	635,759
Contracts	100,000	-	25,000	50,000	100,000	4,065,000
Travel	-	500	1,500	-	-	15,925
Supplies	-	-	-	-	-	44,000
Other	-	-	40,000	-	-	347,000
Support	17,752	15,272	25,209	-	-	494,022
Indirect	18,848	15,359	25,353	-	-	525,560
TOTAL	200,000	85,171	165,594	50,000	100,000	6,974,944

ELEMENT 4			
Project Number	24410/25410	24456/25456	ELEM 4
Project Description	Commuter Connect	Air Quality Planning & Education	TOTAL
Grant Number	CC25	OZ25	
Budget			
Revenue			
MDOT-FTA/FHWA			
MDOT Grantor			
Local			
Other Match			
MDOT-FTA/FHWA Carryover			
MDOT Grantor			
Local			
Other Match FY 25-26			
State Admin Federal	360,000	50,000	410,000
State Admin Federal Grantor	360,000	40,000	400,000
Local		10,000	10,000
Federal Direct			
Federal Grantor			
Local			
Other Match			
State Direct			
State Grantor			
Local			
Other			
Other Grantor			
Local			
Local			
TOTAL	360,000	50,000	410,000
Expenditures			
Salary	73,547	9,101	82,648
Fringe	55,160	6,826	61,986
Contracts	-	25,000	25,000
Travel	8,500	-	8,500
Supplies	75,000	-	75,000
Other	19,600	-	19,600
Support	63,226	4,460	67,686
Indirect	64,967	4,614	69,581
TOTAL	360,000	50,000	410,000

ELEMENT 5					
Project Number	24550/25550	24560/25560	24561/25561	24564/25564	24565/25565
Project Description	EDA Planning Partnership	MAC Econ Dev.	MAC Public Policy	MAC Build. One Community	MAC Comm.
Grant Number	EDS24-25	MA24-25	MA24-25	MA24-25	MA24-25
Budget Revenue					
MDOT-FTA/FHWA					
MDOT Grantor					
Local					
Other Match					
MDOT-FTA/FHWA Carryover					
MDOT Grantor					
Local					
Other Match FY 25-26					
State Admin Federal					
State Admin Federal Grantor					
Local					
Federal Direct	140,000				
Federal Grantor	70,000				
Local					
Other Match	70,000				
State Direct					
State Grantor					
Local					
Other		7,127	24,998	28,508	14,468
Other Grantor		7,127	24,998	28,508	14,468
Local					
Local					
TOTAL	140,000	7,127	24,998	28,508	14,468
Expenditures					
Salary	65,680	3,338	11,709	13,353	6,777
Fringe	49,260	2,504	8,781	10,014	5,083
Contracts	-	-	-	-	-
Travel	-	-	-	-	-
Supplies	-	-	-	-	-
Other	-	-	-	-	-
Support	-	-	-	-	-
Indirect	25,060	1,285	4,508	5,141	2,609
TOTAL	140,000	7,127	24,998	28,508	14,468

ELEMENT 5 CONTINUED				
Project Number	24566/25566	24567/25567	24571/25571	24599/25599
Project Description	MAC Development	MAC General Program	MAC-ERB	MAC Data Processing
Grant Number	MA24-25	MA24-25	MA24-25	MA24-25
Budget				
Revenue				
MDOT-FTA/FHWA				
MDOT Grantor				
Local				
Other Match				
MDOT-FTA/FHWA Carryover				
MDOT Grantor				
Local				
Other Match FY 25-26				
State Admin Federal				
State Admin Federal Grantor				
Local				
Federal Direct				
Federal Grantor				
Local				
Other Match				
State Direct				
State Grantor				
Local				
Other	14,468	94,182	40,000	14,640
Other Grantor	14,468	94,182	40,000	14,640
Local				
Local				
TOTAL	14,468	94,182	40,000	14,640
Expenditures				
Salary	6,777	40,685	-	-
Fringe	5,083	30,513	-	-
Contracts	-	-	40,000	-
Travel	-	-	-	-
Supplies	-	-	-	-
Other	-	6,000	-	12,000
Support	-	-	-	-
Indirect	2,609	16,984	-	2,640
TOTAL	14,468	94,182	40,000	14,640

ELEMENT 5 CONTINUED						
Project Number	25510	25520	25525	25530	25555	ELEM 5
Project Description	DOT Mgt.	Strategic Engmt.	Advocacy and Elected Official Exp	Winter Maintenance Training	CWP Green Infrastructure Assessments	TOTAL
Grant Number	CPG25	LP25	LP25	WMT25	CWP25	
Budget Revenue						
MDOT-FTA/FHWA	264,584					264,584
MDOT Grantor	216,562					216,562
Local	48,022					48,022
Other Match						
MDOT-FTA/FHWA Carryover						0
MDOT Grantor						0
Local						0
Other Match FY 25-26						0
State Admin Federal						0
State Admin Federal Grantor						0
Local						0
Federal Direct						140,000
Federal Grantor						70,000
Local						0
Other Match						70,000
State Direct				25,000		25,000
State Grantor				25,000		25,000
Local						0
Other					35,000	273,391
Other Grantor					35,000	273,391
Local						
Local		30,825	204,656			235,481
TOTAL	264,584	30,825	204,656	25,000	35,000	938,456
Expenditures						
Salary	84,318	-	-	-	-	232,636
Fringe	63,238	-	-	-	-	174,477
Contracts	-	30,825	150,000	25,000	35,000	280,825
Travel	11,000	-	35,000	-	-	46,000
Supplies	-	-	-	-	-	-
Other	13,500	-	-	-	-	31,500
Support	44,816	-	9,800	-	-	54,616
Indirect	47,712	-	9,856	-	-	118,403
TOTAL	264,584	30,825	204,656	25,000	35,000	938,456

SEMCOG Contracts & Pass-Through Funding

Project #	Project Title	Budget	Description	Status
24/25160	Asset Management	85,000	Federal and non-federal aid pass through funding	Ongoing
24290	Protect - Regional Resiliency Plan	304,000	Protect consultant services and work as needed	Ongoing
25207	Household Survey	1,654,100	Household survey consultant services	New
25226	Economic Vitality	100,000	Freight planning support	New
25284	Michigan Infrastructure Council	30,000	Infrastructure coordination support	New
25289	Environmental Sustainability	50,000	GREEN & Water Resources General Implementation consultant services	New
23318	GLRI	300,000	GLRI pass-through funding	Ongoing
23360	Smart Cities & Electric Fleets	5,000	Electric vehicles work as needed	Ongoing
24315	GLRI EJ	375,000	GLRI EJ Center for Watershed Protection	Ongoing
24327	DNR Sparks	50,000	DNR Sparks consultant services	Ongoing
24345	Multimodal Tool	20,000	Multimodal Tool Development	Ongoing
24370	Safe Streets Road Safety Audit Program	300,000	Surveying and safety analysis tool	Ongoing
24375	Michigan Infrastructure Technical Assistance	50,000	Technical assistance to the State program	Ongoing
24380	Safe Streets Implementation	2,240,000	Safe Street pass through funding	Ongoing
25314	Local Capacity Building	450,000	Planning assistance pass through funding	New
25347	Climate Resiliency Feasibility Assessments	100,000	Climate Resiliency Feasibility Assessments	New
23555	Water Policy, Planning, & Education	25,000	Regional Stormwater Training	New
25365	Broadband	50,000	Broadband work as needed	New
25385	Climate Action Plan CPRG Implementation	100,000	Climate Action Plan CPRG Implementation work, pass-through funding	New
24/25456	Air Quality Planning & Education	25,000	Air quality planning, education, work as needed	Ongoing
24/25571	MAC-ERB	40,000	Support MAC-ERB work as needed	Ongoing
25520	Strategic Engagement	30,825	Strategic engagement planning	Ongoing
25525	Advocacy and Elected Officials	150,000	Lobby assistance	Ongoing
25530	Winter Maintenance Training	25,000	Winter maintenance training	New
25555	CWP Green Infrastructure Assessments	35,000	CWP Green Infrastructure Assessments	New
25Support	Engaging Regional Stakeholders, GPM, Enabling Regional Decisions	197,000	Legal support, surveys, other contract as needed	Ongoing
25Indirect	Indirect	100,000	Audit and internal support	Ongoing
	TOTAL	6,890,925		

Table order is by project element, then corresponding year project was established.

Consolidated Planning Grant Funding

SEMCOG & Pass-Through Agencies

Fiscal Year July 1, 2024 – June 30, 2025

	Federal	Match	Total
SEMCOG	\$9,795,730	\$2,129,622	\$11,925,352
SEMCOG - WATS FHWA PL	<u>\$67,000</u>	<u>\$14,857</u>	<u>\$81,857</u>
	\$9,862,730	\$2,144,479	\$12,007,209
<u>Pass Through Agency - FHWA</u>			
FHWA Federal Highway - Monroe	\$97,407	\$21,600	\$119,007
FHWA Federal Highway - St. Clair	\$243,456	\$53,986	\$297,442
FHWA Federal Highway - WATS	<u>\$625,439.00</u>	<u>\$138,689</u>	<u>\$764,128.28</u>
Total Pass-Through Agency - FHWA	\$966,302	\$214,275	\$1,180,577
<u>Pass Through Agency - FTA</u>			
FTA Federal Transit - AAATA	\$50,583	\$11,217	\$61,800
FTA Federal Transit - DDOT	\$314,304	\$69,696	\$384,000
FTA Federal Transit - DTC	\$76,121	\$16,880	\$93,000
FTA Federal Transit - SMART	\$318,806	\$70,694	\$389,500
FTA Federal Transit - WATS	<u>\$12,915</u>	<u>\$2,864</u>	<u>\$15,779</u>
Total Pass-Through Agency - FTA	\$772,729	\$171,350	\$944,079
Total SEMCOG & Pass-Through Agency FHWA & FTA	\$11,601,761	\$2,530,104	\$14,131,865

SEMCOG & Pass-Through Funding

As the Metropolitan Planning Organization for transportation planning, SEMCOG is responsible for pass-thru funds from the U.S. Department of Transportation (USDOT) to the area transit operators and urban area transportation study groups. These funds are not contained in SEMCOG's Operating Budget. They are negotiated or allocated to the various agencies by the USDOT, and the match requirement of 18.15% is provided by the recipient agencies. Figures presented include federal and local matching funds. The funded project descriptions of activities by these pass-thru agencies are contained in the 2024-2025 Work Program.

Figures presented include federal funds and local match expenditures. Variation in expenditures by fiscal year reflects timing of invoices.

	Audited	Current	Proposed
	2022-2023	2023-2024	2024-2025
FTA- Technical Studies (Sec 8) Funds			
Suburban Mobility Authority for Regional Trans.	389,500	389,500	389,500
Detroit Department of Transportation	384,000	384,000	384,000
Washtenaw Area Transportation Study	15,779	15,779	15,779
Ann Arbor Area Transportation Authority	61,800	61,800	61,800
Detroit Transportation Corporation	93,000	93,000	93,000
TOTAL FTA	944,079	944,079	944,079
FHWA 112 Planning Funds			
Washtenaw Area Transportation Study	488,957	712,178	764,128
St Clair County Transportation Study	200,484	288,097	297,442
Toledo Metro Area Council of Governments	63,986	107,896	119,007
TOTAL FHWA	753,428	1,108,171	1,180,577
TOTAL PASS -THROUGH	1,697,506	2,052,250	2,124,656

Activities of Pass-Through Agencies

This section of the work program describes transportation planning activities carried out by agencies with state and federal funds passed through SEMCOG. These pass-through agencies are listed below.

- Detroit Department of Transportation
- Detroit People Mover (Detroit Transportation Corporation)
- St. Clair County Transportation Study
- Suburban Mobility Authority for Regional Transportation
- Toledo Metropolitan Area Council of Governments
- Washtenaw Area Transportation Study/Ann Arbor Area Transportation Authority

Detroit Department of Transportation (DDOT)

FY 2025 Unified Work Program Plan (UWP)



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1. Plan Development

1.1 Capital Program Development Planning

Goal

Conduct planning and programming activities to support the development of an effective transit system and enhance the quality of service to customers within the DDOT service area.

Method

The Detroit Department of Transportation (DDOT) maintains a multi-year capital plan for the programming and expenditure of federal and state capital improvement funds. Projects included in this plan will be selected and prioritized in accordance with DDOT's strategic planning goals, service standards, service improvement goals, and management priorities. Capital planning activities maintain federal compliance and will be conducted in accordance with the Transportation Improvement Program (TIP) and Regional Transportation Plan (RTP) for Southeast Michigan. Capital projects identified and incorporated into these plans include, bus replacements and expansions, rehabilitation of bus terminals, bus shelter replacements and expansion, fare collection and onboard camera system replacements, and the enhancement of customer-facing facilities.

DDOT will conduct general activities that support the development and delivery of capital projects that meet the needs of the transit system from preliminary concept to project closeout. This includes project scoping, planning, design, implementation, and management. DDOT will perform tasks outlined utilizing staff and will contract consultant services to perform specialized work outside the capacity of the department. To provide the resources needed to deliver the capital program, DDOT will continue to seek funding from a combination of local, state, and federal resources.

Products

Ongoing:

- Review, develop, and implement multi-year capital plan.
- Develop a capital project priority list.
- Prepare grant and other funding applications as necessary.
- Collaborate with community transit partner organizations i.e. SEMCOG/RTA to jointly respond to RFPs
- Conduct monthly capital projects meetings.
- Develop consultant task orders and procurement documents, as needed.

1.2 Plan and Policy Development

Goal

To facilitate and support a comprehensive and cooperative transit planning process in conformance with applicable federal and state requirements and guidelines. Define strategies and actions to help accomplish and meet the identified goals and objectives of DDOT.

Method

DDOT develops plans and policies that set the direction for transit operations in accordance with applicable requirements and best practices that advance the transportation system goals for the region. DDOT collaborates with the Michigan Department of Transportation (MDOT), Regional Transit Authority

of Southeast Michigan (RTA), Southeast Michigan Council of Governments (SEMCOG), the City of Detroit, and other local entities that are responsible for planning, implementing, and maintaining the transit system. As a transit provider in a larger region, DDOT must also consider initiatives of other transportation agencies, including the Suburban Mobility Authority for Regional Transportation (SMART), Detroit Transportation Corporation (DTC), Ann Arbor Area Transportation Authority (AAATA), and M1-Rail (Q-Line) when developing its own policies and plans. DDOT will support and implement transit policies, programs, and plans in collaboration with other City of Detroit Departments and regional transit providers that address potential improvements to transit service, facilities, systems, and technology. The efforts below outline some of the key activities anticipated during FY2024:

Continuation of the Fare Collection System Replacement Project:

DDOT's fare collection system replacement project will involve operational and best practice research on transit fare collection technology, procurement, and operations. Upgrading the current system with newer software and replacing equipment with more modern functionalities will ensure the system is in a state of good repair. An analysis of the current system will inform the detailed requirements for a new system. The design, procurement, implementation, and operation of the system will be developed with the support of consultant services and in coordination with stakeholders. The adoption of a more advanced and scalable fare payment system that provides greater utility will benefit both customers and transit agencies in the region.

A working group was formed at end January 2023 for the procurement process to begin in early February 2023. Project management scope, vendor selection and stakeholder engagement will continue through the fourth quarter FY2023 with implementation projected to conclude by the third quarter of FY2024.

Onboard Camera System Expansion and Replacement Projects

DDOT will replace the onboard video surveillance system for the entire bus fleet bringing the system into a state of good repair. A modernized camera system will improve the safety and security of DDOT operators and riders by monitoring activities and providing an incident response to issues onboard vehicles. The ability to improve video quality and services with a new system further advances DDOT's dedication to safety. Video of incidents on board the fleet will enable DDOT to educate and train bus operators, introduce new procedures, and reinforce protocol. A vendor selection process began in January 2023.

In addition to the fixed route system, DDOT will install onboard video surveillance system on the paratransit buses to bring the system to a state of good repair. The installation of security surveillance video and cameras on paratransit buses will be funded with funds awarded from the FY2023 and FY2024 Section 5310 (Enhanced Mobility of Seniors and Individuals with Disabilities) grant program.

Acquisition of Electric Buses

DDOT will continue with planning efforts that will focus on developing policies, designing solutions, and implementation strategies for the deployment of electric buses. DDOT is currently implementing an electric bus pilot project in partnership with SMART and DTC. Route analyses and feasibility assessments will be conducted to determine the location of an on-route charging station. Parameters such as performance, battery capacity, and operating environment of electric buses must be considered for their deployment and implementation.

To date, DDOT has acquired four Proterra battery-electric buses that have been placed in service on transit routes that are short enough to complete the service on a single charge. Rosa Parks Transit Center has been selected as the site for the first on-route charging station. Additional purchase of battery-electric buses from New Flyer is in progress pending funding.

Additionally, a Zero Emission Bus Transition Plan was completed in June 2022.

New Technology System Support

DDOT's newly implemented technology system will improve planning for transit services and enhance the analysis of performance measures. The new system is an opportunity to reorganize transit operations and make them more efficient. DDOT's policies and procedures are being updated to be compatible with the new system. DDOT will work to ensure the sustainability of newly developed operating methods and technological processes throughout the implementation of new components.

In addition, DDOT completed two primary projects by implementing Hastus System for Scheduling, Pick, and Daily Operation including Payroll, and implementing Clever Devices System on all buses which will enable customers and passengers to track DDOT buses, on time performances. Additional technology system support is provided through Automatic Passenger Counters (APC), Clever CAD, and other modules.

Products

Ongoing:

- Draft, revise, and implement Standard Operating Procedures (SOPs) as necessary.
- Review and monitor policies and plans that impact DDOT's service area.
- Evaluate new transportation-related technologies that impact current policies and recommend revisions as necessary.
- Develop consultant task orders and procurement documents, as needed.
- DDOT implemented two primary applications mainly for scheduling, pick, and daily operation by using Hastus Application, and Bus Tracker/Bus Time, APC, CAD, and other modules by using Clever Devices Applications.

2024:

- Conduct research on fare collection infrastructure, policies and new fare collection technologies.
- Conduct planning activities in support of electric bus implementation.
- Develop requests for proposals for fare collection system replacement, planning, and procurement.
- Review and approval of the final draft of the Zero Emission Plan for electric bus fleet implementation.
- Conduct planning activities in support of onboard camera system replacement throughout the bus fleet.
- Implement TransTrack system to integrate multiple systems and provide accurate and timely reporting to the FTA and the agency.

1.3 Transit Capital Update Program (TCUP)

Goal

To conduct a collaborative and integrated transportation decision-making process to provide preliminary guidance and targeted investments to improve the existing conditions of the transit system. As a result,

the TCUP identified 17 sites throughout the DDOT service area for transit capital improvements. The project will enable DDOT to hire a consultant to provide detailed design and engineering plans for the 17 sites identified in the TCUP. The proposed itemized tasks for the consultant will include Design development and Permitting/Construction documents.

Method

DDOT will engage in planning efforts to implement projects highlighted in the Transit Capital Update Program (TCUP). The TCUP project examined and prioritized transit and roadway improvements developed and assessed a range of alternatives to consider and provide preliminary guidance and targeted investments to improve the existing transit system. The TCUP originally identified 17 sites throughout DDOT's service area for transit improvements. DDOT will work with consultants to provide detailed design and engineering plans for the sites identified in the TCUP. Itemized tasks will include Design Development, Engineering, Permitting, and Construction documents. It will also be necessary to revisit and increase the selected locations in light of the new transit network resulting from the *DDOT Reimagined* process outlined in Section 3 of this report.

Products

2024:

- Complete Existing Conditions Report
- Develop Purpose and Need Statement
- Develop the TCUP

1.4 HOPE Transportation Access Study

Goal

Due to delays to the project start-up in the prior fiscal year, the planning study was carried over to fiscal year 2023. The study was intended to address barriers to access to core services such as transit, jobs, health care, and grocery stores for the most vulnerable populations in Detroit. Collected data provided valuable information on travel needs and demographics of residents within specific zip codes as well as transit service characteristics.

Method

DDOT, in partnership with Feonix - Mobility Rising, Metro-Strategies, Menlo Innovations, Michigan State University, and the University of Michigan, worked on identifying gaps in transportation access to essential services for underserved communities in Detroit. Household surveys were conducted to better understand the mobility challenges and non-traditional barriers such as trust, technological literacy, unbanked needs, and safety that impact access to transportation. The study documented the network of public transit, human service, non-profit, and other informal transportation providers within Detroit. Strategies were developed to address the coordination of human service transportation providers as well as barriers to transportation. The potential for using a Mobility as a Service (MaaS) model was also be considered.

This project was funded with the FTA's FY2020 Helping Obtain Prosperity for Everyone (HOPE) Program.

Products

Final Report

- The study has been completed and the report submitted to DDOT.

1.5 Climate Change Policy and Planning

Goal

DDOT plans to work with SEMCOG to address climate change policy in the Detroit Metro Area given federal mandate to reduce, achieve and transition to the national greenhouse gas reduction goals, net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from increasing effects of climate change.

Method

Participate in the Southeast Michigan Council of Governments' ongoing effort to reduce greenhouse gas emissions and enhance natural areas, prevent future impacts to climate change, and ensure that the SEMCOG region is a more resilient, equitable and a thriving home for future generations.

Products

2024

- Participate in SEMCOG's meetings and effort to develop the Southeast Michigan's Healthy Climate Plan
- Attend regular meeting to ensure DDOT's needs are addressed in the Southeast Michigan's Healthy Climate Plan
- Continue ongoing efforts and plans to transition DDOT's fleet to zero-emission as noted in the discussion in Section 1.2.
- Research future funding opportunities to seek more funding sources to purchase electric buses and charging infrastructure.
- Respond to SEMCOG's call for projects to participate in the consortium's submission for the EPA's Climate Pollution Reduction Grant (CPRG).
- Develop list of eligible transit projects and programs for inclusion in the Climate Pollution Reduction Implementation Grant to be submitted in April 2024.

1.6 Equity and Justice⁴⁰ in Transportation Planning

As a result of federal mandate, DDOT will work with SEMCOG, RTA and the FTA Region V Office to advance racial equity and support for underserved and disadvantaged communities within DDOT's service area. This will help ensure public involvement in DDOT's planning process and that plans and strategies reflect various perspectives, concerns and priorities from all residents of Detroit that use the transit system for their commute.

Goal

DDOT will work with the FTA, MDOT, SEMCOG, and RTA to review current and new metropolitan transportation planning requirements to advance federal investment to disadvantaged communities within the service area. To accomplish initiatives from the FTA Regional office and FHWA Division, DDOT will participate in State and MPO planning processes that support federal and state goals for economic opportunity in disadvantaged communities that have been historically marginalized and overburdened by pollution, underinvestment in housing, transportation infrastructure, recreation and health care.

Method

In FY2024, DDOT will continue to work on Environmental Justice Analysis as part of the proposed development of DDOT's Short Range Transit Plans and grant program applications developed and submitted to the FTA and FHWA requesting funding for various transit projects. In addition, DDOT will maintain Title VI Compliance as required by the FTA and will complete Title VI Equity Analysis of new transit service implemented in the service area as well as ensure that transit amenities are deployed throughout all sections of DDOT's service area including underserved and disadvantage communities.

Products

Ongoing

- Continue ongoing Title VI Equity Analysis of planned transit services and implementation of new transit amenities in the service area.
- Incorporate Environmental Justice40 information into federal grant program applications as required by the FTA and FHWA.

2024

- Strengthen integration into all aspects of short-range and long-range planning activities leading to approval of the TIP update in FY2024
- Continue ongoing transit planning and implementation through enhanced transit and demand-response coordination and implementation of DDOT's Paratransit same day service.

1.7 Complete Streets Planning

Work with the City of Detroit Department of Public Works (DPW) to advance and refine complete streets concepts citywide to improve safety and connectivity to all users including transit riders.

Goal

Under the Infrastructure Investment and Jobs Act (IIJA), a greater emphasis is placed on the development and promotion of Complete Streets. Complete Streets is a transportation policy and design approach that requires streets to be planned, designed, and maintained to enable safe, convenient and comfortable travel for all users.

Method

During FY2024, DDOT will work with DPW to ensure transit amenities installation and improvements are included in citywide street planning process which will require coordination of bus stop planning, installations, and improvements throughout DDOT's service area. In 2023, the City of Detroit was awarded over \$24 million in Safe Street for All (SS4A) Grant Program to improve safety and bus stop accessibility at 56 high-crash intersections served by DDOT bus service. Funding received will help the City to update its Comprehensive Safety Action Plan and implement pilot training to ensure safe bus operations around people walking and biking.

Products

Ongoing:

- Continue working with DPW, other City of Detroit departments, Wayne County and the Michigan Department of Transportation on bus stop planning, improvements and construction.
- Continue the integration of transit amenities into all aspects of DDOT's Short-range and Long-range planning activities
- Continue collecting data and implement procedures required for placing safe transit amenities throughout DDOT's service area.
- Partner with DPW to apply for funding from the Safe Streets for All (SS4A) grant program to fund bus stop enhancements.

2024

- Continue working with DPW to provide safe pedestrian facilities, safe transit stops - and safe crossing opportunities as necessary for all users to travel safely to their destinations.
- Collaborate with DPW to improve safety and Americans with Disabilities Act (ADA) accessibility at selected bus stops to support safer transfers between different DDOT transit routes and other modes of transportation.
- Work with DPW to conduct a Traffic Street Analysis to address gaps in bicycling and pedestrian network.
- Collaborate with DPW to construct bus bulbs/transit island, widen sidewalks, upgrade ADA curb ramps, install high visibility crosswalks and lighting, and improve traffic signal timing at select intersections close to transit boarding locations.
- Continue working with DPW to ensure that there are storage accommodations for bicycles and wheelchairs.

2 Plan Monitoring

2.1 Data Collection, Monitoring, and Reporting

Goal

Provide the necessary data and analysis in support of transit planning. This includes the development and maintenance of related data collection and analysis systems.

Method

DDOT maintains and updates data related to the transit system as required by federal, state, and local agency guidelines. This includes data pertaining to Title VI analysis, National Transit Database, Transit Asset Management, and update the Agency Safety Plan as well as planning activities for program and project implementation. The collection and analysis of data support short and long-range transit planning efforts, operational functions, and marketing activities within the DDOT service area. Accurate data regarding daily, weekly, and monthly transit operations allow for the evaluation of transit conditions such as ridership, service, revenue, and safety, and improve the transparency of transit information and statistics. DDOT's new CAD/AVL technology system will enable improved transit services planning and analysis of transit performance.

Products

Ongoing:

- Submit National Transit Database reports.
- Conduct data collection efforts and procedures required for performance measures.
- Analyze and report performance metrics.

3 Service Planning

3.1 Route Planning and Development

Goal

Improve DDOT's transit system by matching transit routes and destinations with the needs of customers using both qualitative and quantitative measures to ultimately increase ridership.

Method

DDOT's *ConnectTen* routes form a core high-level transit service along Detroit's major corridors. *ConnectTen* routes form the backbone of DDOT's transit system and service design changes will expand on the network. Using origin/destination data, customer input and feedback, service performance metrics, and demographic information, DDOT will develop scenarios for new or improved routes. In addition to improving service levels, planning efforts will involve installing new amenities, implementing dynamic operating methods and targeted education, and coordinating with other transit agencies.

DDOT continues working on the Comprehensive Operational Analysis called *DDOT Reimagined* undertaken by Transportation Management and Design (TMD) Consultants. The information below highlights strategic components to accomplish this goal:

Route Optimization

To improve transit service and efficiently utilize resources, DDOT plans to optimize the existing bus network to provide better connectivity and more direct service. DDOT will collect and analyze existing data, community input, bus operator input, development trends, and best practices to inform this process. This will allow DDOT to improve service according to transit demand and focus on active areas, while also responding to community requests in order to ultimately enhance transit service.

As the result of the first phase of *DDOT Reimagined*, a Draft New Transit Network was completed in December 2022. The Draft New Network was presented to policymakers, community stakeholders, and the general public during the winter and spring of 2023. Based on feedback received from the community, stakeholders, and policymakers, a final New Network will go through a public approval process during the early part of 2024 and will likely be implemented incrementally as resources become available.

Bus Stop Improvement and Enhancement Program

DDOT is responsible for maintaining approximately 5,000 bus stops and is updating guidelines for the placement of bus stops and amenities throughout DDOT's service area. To ensure that transit service is consistent, convenient, and reliable for all customers, DDOT has developed standards for bus stop placement. Changes in DDOT service and to the surrounding community necessitate continuous reassessment, field surveys, and updates to bus stop locations. Field surveys are performed as necessary in advance of each regular DDOT service change, and bus stop locations and attributes are updated in

DDOT's HASTUS and CleverWorks systems. This ensures that bus stop information provided to DDOT staff and the general public remains consistent with actual conditions in the field. This activity will be ongoing in FY 2023-24 and beyond, with additional surveys completed as needed to facilitate implementation of DDOT Reimagined route changes.

In FY 2021-22 and FY 2022-23, DDOT worked with the General Services Department (GSD) to implement *Cartegraph*, a new citywide asset and work order tracking system, for bus stop and shelter maintenance tasks performed by DDOT staff. Ongoing activities related to *Cartegraph* in FY 2023-24 will include regular updates of the underlying GIS-based bus stop dataset to match DDOT service changes, as well as tracking and reporting bus stop and shelter maintenance work performed by DDOT field staff. Maintenance and bus stop improvement information is tracked to allow for work management and collaboration with other City departments.

Bus Stop Infrastructure and Amenities

DDOT has begun to assess the existing conditions of specific bus stop locations and identify opportunities for improvements related to transit amenities. Updated service standards for bus stop amenities were developed in FY 2022-23 and have been incorporated into DDOT's 2023-2025 Title VI Program Plan. These service standards will be monitored on an ongoing basis in FY 2023-24 to identify any revisions that may be needed for the next iteration of the Title VI Program Plan. These guidelines will be used to communicate DDOT's plan for bus stops to external stakeholders as well as decisions to invest in selected bus stops and amenities.

Additionally, DDOT is exploring opportunities to incorporate new types of amenities into major transit capital projects where feasible and appropriate. Upgraded amenities would enable customers to access bus stops safely and efficiently, transfer between routes, purchase fares, and use other forms of mobility, especially for first-mile/last-mile connections. DDOT will explore bus stops elements such as, raised platforms, detectable warning strips, real-time displays, and fare vending machines that would improve the convenience and quality of the customer experience. At highly utilized locations where two or more routes intersect, amenities such as in-lane bus stops, high visibility crosswalks, and distinctive site markers would help to enhance the overall efficiency of the regional transit system.

Mobility Innovation

DDOT is supported by the Office of Mobility Innovation (OMI) staff that plans, manages, and administers pilot projects. OMI collaborates with DDOT to develop, plan, and implement project solutions to improve transit access using new technologies that supplement fixed route and paratransit services including ride-hailing services, micro-mobility, car-sharing, and on-demand transportation. Areas of focus include improving first and last-mile transportation, access to healthcare, employment, employment-related activities, and education.

Products

Ongoing:

- Develop and utilize tools and data sets to understand the need for new and enhanced services.
- Analyze and evaluate services systemwide, by route, and by segment levels.
- Increase staff development and training in transit planning.

- Plan for transit-oriented, pedestrian-friendly bus stop improvements, including bus shelters and boarding platforms.
- Continue participation in the Automated Bus Consortium to enable DDOT to purchase buses from the Level 4 Automated Bus program.

2024:

- Provide staff and resources to engage the public on initiatives related to route optimization.
- Engage with riders, bus operators, and the general public on route change proposals.
- Develop consultant task orders and procurement documents, as needed.
- Provide staff resources to collect, manage, and maintain a geo-database of all bus stop locations and associated amenities to complement planning efforts as part of the bus stop program.

3.2 Transit Site Location Plans

Goal

Develop new maps and location site plans for transit operations staff.

Method

DDOT bus operators utilize site location plans to deliver service along a specified route. Beyond its main corridor of service, each route involves turnarounds, layover locations, detours, and other precise on-the-road details. Transit Site Location Plans enable DDOT to operate safer and more consistent service by providing bus operators with more efficient route information.

Products

Ongoing:

- Revise route maps and edit turn lists.
- Develop detailed layover and turnaround maps.
- Regularly update stored files for accuracy.
- Update the internal *Route & About* website to disseminate route planning information.

This project has been completed for the current bus network but the maps will be revised for the new Bus Network in 2024 and/or beyond.

4 Plan Implementation

4.1 Public Outreach

Goal

Ensure complete and accurate information and documentation, timely public notice, equal and full public access to public information, and the decision-making process.

Method

DDOT's Public Participation and Involvement Plan highlights the process to engage and involve citizens and includes strategies on how to inform the public at an early stage and continually engage citizens prior to making key decisions. The plan also ensures DDOT engages populations that are typically underserved such as limited English proficiency and low-income groups. Public outreach activities include public

hearings, Community Input meetings, Local Advisory Council (LAC) meetings as well as engagement with transit advocates, community organizations, and members of the general public. Public participation and engagement methods have changed in response to the COVID-19 pandemic, which shifted all engagement online. Post COVID, DDOT continues to ensure the engagement process is accessible, inclusive, and meaningful whether it occurs online or in person.

During the summers of 2022 and 2023, DDOT hosted outreach events for Phase 1 and 2 of its ongoing project called *DDOT Reimagined*, which is a three-part plan to be implemented in the coming years. Public events/meetings were held in each city district location, at Rosa Parks Transit Center and the State Fair hub, at our busiest bus stop locations throughout the city, and also held events at several Wayne County Community College campus locations. Phase 3 outreach will begin in 2024 as DDOT prepare to share the final *DDOT Reimagined* plan with the public and will hold a public hearing. DDOT has also extended usage of bus monitors to help with outreach and recently placed new information cards with QR codes inside the buses to solicit input on specific sections of its website for passengers. DDOT has also resumed delivering schedules and outreach materials to select locations across the city including community centers and senior living homes.

During the past year, DDOT attended and participated in public meetings and events hosted by other community organizations such as the El Bethel Church health fair, the ADA anniversary event hosted by the Disability Network, All Abilities Fair hosted by the Detroit Police Department, the Eastside Mobility Fair, Warrior on Wheels meeting, and the NFB (National Federation of the Blind) Michigan convention, and the Detroit Area on Aging Transportation event.

Products

Ongoing:

- Utilize the Public Participation Plan in all planning projects.
- Conduct public outreach activities and events.
- Conduct customer surveys.
- Provide information materials on DDOTs products and services.

4.2 Project Support

Goal

Work collaboratively with transportation agencies and other government entities at the local, state and federal level responsible for the development of transportation plans and related projects and programs.

Method

DDOT supports local and regional agencies and units of government in implementing transportation projects and programs within its service area by providing data and analysis, participating in the planning, advisory, and steering committees, and assisting in the implementation of public outreach activities. As a planning partner in the SEMCOG region, DDOT ensures information used for the development of the TIP and RTP reflects current trends and data. In addition, DDOT works closely with the RTA to help improve effectiveness of transportation planning and decision-making through a coordinated regional approach.

Products

- Prepare system statistics, descriptions, funding applications, and planning documents.

- Develop performance measures.
- Coordinate service plans.
- Provide project support to various entities, as needed.

5 Program Administration

5.1 Transportation Improvement Program (TIP)

Goal

Develop, monitor, and update the program of projects to be included in the FY 2023 – 2026 TIP that complies with federal and state requirements. The TIP process is used to facilitate the implementation of the capital plan and projects as required by the FAST Act for urbanized areas.

Method

DDOT develops programs and projects that are expected to support the transit planning process including capital planning, financial planning, and operations essential to the provision of transit service, facilities, and equipment over a four-year time period.

Products

Ongoing:

- DDOT has implemented a process of intradepartmental collaboration with Grants Administration, Project Planning, Maintenance and Marketing to review funding apportionments and allocate adequate resources for projects.
- Monitor and develop as necessary, the components of the TIP based on transit capital needs.
- Amend and modify as necessary to meet changing conditions.

5.2 Work Program Development and Management

Goal

Develop a scope of work for DDOT staff and consultants to perform the necessary administrative and planning activities and estimated cost expenditures that comply with federal and state requirements and guidelines.

Method

DDOT utilizes categories outlined in the UWP to manage the planning and coordination of the program elements. DDOT utilizes MDOT and FTA priorities that focus on project planning and implementation that impacts prioritized conditions. The delineation of tasks and fiscal relationships is essential to the department's planning and programming over the course of a fiscal year.

Products

Ongoing:

- Monitor the FY2023 UWP.
- Amend as necessary to meet changing conditions.

2024:

- Prepare the FY2023 Completion Report.
- Develop the FY2024 UWP.

5.3 Program Development Administration

Goal

Administer DDOT's overall transit planning activities to ensure that FTA and MDOT grant awards are expended in accordance with the TIP, UWP, and all applicable federal, state, and local regulations.

Method

DDOT staff provides direct support, administration, communication, and coordination for all FTA-eligible capital projects from the development through the implementation stage. A significant cooperative effort is required between state and regional organizations to ensure that DDOT is able to fulfill the compliance requirements for planning projects. Standard Operating Procedures (SOPs) are reviewed, developed, and implemented as required for grants management and planning programs within DDOT. Planning and Administration staff initiate, plan, execute, manage, and close out projects to achieve specified goals within established constraints. DDOT staff will continue to engage other local transportation committees, various stakeholders, and the general public in the transportation planning process through the provision of information on planning efforts, data, assistance, and analysis. The overall increase in staff knowledge and training on best practices in the industry through webinars, guidebooks, professional networks, and conferences continues to be important to a technically sound program.

Products

Ongoing:

- Processes and procedures for planning and grants management.
- Establishing a regular practice of collaboration across interdepartmental DDOT staff as a roundtable for input on project planning.
- Attend professional development and national, state, and local training opportunities
- Submit quarterly Milestone Progress Reports to FTA and MDOT.
- Conduct monthly capital projects status meetings.
- Develop and implement the capital plan.

2024:

- Prepare ongoing documentation for record-keeping purposes and work with FTA to conduct reviews and implement any necessary changes.
- Develop a data-driven process for evaluating and selecting capital projects.

DETROIT DEPARTMENT OF TRANSPORTATION

UNIFIED WORK PROGRAM FISCAL YEAR 2025 BUDGET

Element/Task	BUDGET				SHARE		
	PERSONNEL	FRINGE	CONTRACTS	TOTAL	FTA	LOCAL	INELIGIBLE (LOCAL)
1 Plan Development							
1.1 Capital Program Development Planning	\$41,423	\$16,325	\$0	\$57,747	\$41,149	\$9,732	\$6,866
1.2 Plan And Policy Development	\$100,519	\$39,615	\$1,635,200	\$1,775,333	\$1,420,284	\$352,874	\$2,175
1.3 Transit Capital Update Program (TCUP)/Passenger Infrastructure	\$11,249	\$4,433	\$967,605	\$983,287	\$782,906	\$195,727	\$4,433
1.4 HOPE Transportation Access Study	\$0	\$0	\$838,000	\$838,000	\$750,000	\$88,000	\$0
Task Subtotal	\$153,190	\$60,372	\$3,440,805	\$3,654,368	\$2,994,339	\$646,333	\$13,474
2 Plan Monitoring							
2.1 Data Collection, Monitoring And Reporting	\$132,969	\$44,489	\$0	\$177,458	\$124,733	\$29,911	\$22,814
Task Subtotal	\$132,969	\$44,489	\$0	\$177,458	\$124,733	\$29,911	\$22,814
3 Service Planning							
3.1 Route Planning and Development	\$282,405	\$111,296	\$25,000	\$418,701	\$294,322	\$70,227	\$54,151
3.2 Transit Location Site Plans	\$61,365	\$24,184	\$0	\$85,549	\$59,106	\$14,083	\$12,361
Task Subtotal	\$343,770	\$135,480	\$25,000	\$504,250	\$353,428	\$84,310	\$66,512
4 Plan Implementation							
4.1 Public Participation & Outreach	\$180,212	\$71,022	\$0	\$251,234	\$150,845	\$37,249	\$63,140
4.2 Project Support	\$40,793	\$16,076	\$0	\$56,869	\$37,641	\$9,063	\$10,165
Task Subtotal	\$221,005	\$87,098	\$0	\$308,103	\$188,486	\$46,312	\$73,305
5 Program Administration							
5.1 Transportation Improvement Program (TIP)	\$4,229	\$1,667	\$0	\$5,896	\$3,383	\$846	\$1,667
5.2 Work Program Development/Grant Management	\$11,127	\$4,385	\$0	\$15,512	\$8,901	\$2,225	\$4,385
5.3 Program Development Administration	\$55,793	\$21,988	\$0	\$77,781	\$44,634	\$11,159	\$21,988
Task Subtotal	\$71,148	\$28,040	\$0	\$99,188	\$56,919	\$14,230	\$28,040
TOTALS	\$922,083	\$355,479	\$3,465,805	\$4,743,367	\$3,717,905	\$821,097	\$204,145

DETROIT DEPARTMENT OF TRANSPORTATION

UNIFIED WORK PROGRAM FISCAL YEAR 2025 BUDGET SHARES

Task	FTA 5303			FTA 5304			FTA 5307			OTHER			TOTAL		
	FEDERAL	LOCAL	TOTAL	FEDERAL	LOCAL	TOTAL	FEDERAL	LOCAL	TOTAL	FEDERAL	LOCAL	TOTAL	FEDERAL	LOCAL	TOTAL
1 Plan Development															
1.1 Capital Program Development Planning	\$ 19,644	\$ 4,356	\$ 24,000	-	-	-	\$ 21,505	\$ 5,376	\$ 26,881	\$ -	\$ -	\$ -	\$ 41,149	\$ 9,732	\$ 50,881
1.2 Plan And Policy Development	\$ 77,758	\$ 17,243	\$ 95,000	\$ 653,384	\$ 163,346	\$ 816,730	\$ 689,143	\$ 172,286	\$ 861,428	\$ -	\$ -	\$ -	\$ 1,420,284	\$ 352,874	\$ 1,773,158
1.3 Transit Capital Update Program (TCUP)	\$ -	\$ -	\$ -	\$ 649,546	\$ 162,386	\$ 811,932	\$ 133,361	\$ 33,340	\$ 166,701	\$ -	\$ -	\$ -	\$ 782,907	\$ 195,726	\$ 978,633
1.4 HOPE Transportation Access Study	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 750,000	\$ 88,000	\$ 838,000*	\$ -	\$ -	\$ -
Task Subtotal	\$ 97,402	\$ 21,599	\$ 119,000	\$ 1,302,930	\$ 325,732	\$ 1,628,662	\$ 844,009	\$ 211,002	\$ 1,055,011	\$ 750,000	\$ 88,000	\$ -	\$ 2,244,340	\$ 558,332	\$ 2,802,673
2 Plan Monitoring															
2.1 Data Collection, Monitoring And Reporting	\$ 45,018	\$ 9,983	\$ 55,000	-	-	-	\$ 79,716	\$ 19,929	\$ 99,644	\$ -	\$ -	\$ -	\$ 124,733	\$ 29,911	\$ 154,644
Task Subtotal	\$ 45,018	\$ 9,983	\$ 55,000	\$ -	\$ -	\$ -	\$ 79,716	\$ 19,929	\$ 99,644	\$ -	\$ -	\$ -	\$ 124,733	\$ 29,911	\$ 154,644
3 Service Planning															
3.1 Route Planning and Development	\$ 118,683	\$ 26,318	\$ 145,000	\$ -	\$ -	\$ -	\$ 175,640	\$ 43,910	\$ 219,549	\$ -	\$ -	\$ -	\$ 294,322	\$ 70,227	\$ 364,549
3.2 Transit Location Site Plans	\$ 24,555	\$ 5,445	\$ 30,000	-	-	-	\$ 34,551	\$ 8,638	\$ 43,188	\$ -	\$ -	\$ -	\$ 59,106	\$ 14,083	\$ 73,188
Task Subtotal	\$ 143,238	\$ 31,763	\$ 175,000	\$ -	\$ -	\$ -	\$ 210,190	\$ 52,548	\$ 262,738	\$ -	\$ -	\$ -	\$ 353,428	\$ 84,310	\$ 437,738
4 Plan Implementation															
4.1 Public Participation & Outreach	\$ 16,370	\$ 3,630	\$ 20,000	-	-	-	\$ 134,475	\$ 33,619	\$ 168,094	\$ -	\$ -	\$ -	\$ 150,845	\$ 37,249	\$ 188,094
4.2 Project Support	\$ 12,278	\$ 2,723	\$ 15,000	-	-	-	\$ 25,363	\$ 6,341	\$ 31,704	\$ -	\$ -	\$ -	\$ 37,641	\$ 9,063	\$ 46,704
Task Subtotal	\$ 28,648	\$ 6,353	\$ 35,000	\$ -	\$ -	\$ -	\$ 159,839	\$ 39,960	\$ 199,798	\$ -	\$ -	\$ -	\$ 188,486	\$ 46,312	\$ 234,798
5 Program Administration															
5.1 Transportation Improvement Program (TIP)	-	-	-	-	-	-	\$ 3,383	\$ 846	\$ 4,229	\$ -	\$ -	\$ -	\$ 3,383	\$ 846	\$ 4,229
5.2 Work Program Development/Grant Management	-	-	-	-	-	-	\$ 8,901	\$ 2,225	\$ 11,127	\$ -	\$ -	\$ -	\$ 8,901	\$ 2,225	\$ 11,127
5.3 Program Development Administration	-	-	-	-	-	-	\$ 44,634	\$ 11,159	\$ 55,793	\$ -	\$ -	\$ -	\$ 44,634	\$ 11,159	\$ 55,793
Task Subtotal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 56,919	\$ 14,230	\$ 71,148	\$ -	\$ -	\$ -	\$ 56,919	\$ 14,230	\$ 71,148
TOTALS	\$ 314,304	\$ 69,696	\$ 384,000	\$ 1,302,930	\$ 325,732	\$ 1,628,662	\$ 1,350,672	\$ 337,668	\$ 1,688,339	\$ 750,000	\$ 88,000	\$ -	\$ 2,967,906	\$ 733,096	\$ 3,701,001

*FTA HOPE Grant Award

DETROIT DEPARTMENT OF TRANSPORTATION

FY2025 UWP TIMELINE

DDOT 2024-2025 UWP Timeline													
		July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	Mar.	April	May	June
Element 1	Plan Development												
	1.1 Capital Program Development												
	1.2 Plan and Policy Development												
	1.3 Transit Capital Update program (TCUP)												
	1.4 HOPE Transportation Access Study												
	1.5 Climate Change												
	1.6 Equity and Justice40 in Transportation Planning												
	1.7 Complete Streets Planning												
Element 2	Plan Monitoring												
	2.1 Data Collection, Monitoring, and Reporting												
Element 3	Service Planning												
	3.1 Route Planning and Development												
	3.2 Transit Site Location Plans												
Element 4	Plan Implementation												
	4.1 Public Participation and Outreach												
	4.2 Project Support												
Element 5	Program Administration												
	5.1 Transportation Improvement Program (TIP)												
	5.2 Work Program Development/Grant Management												
	5.3 Program Development Administration												
	Continuous Activity												

Detroit Transportation Corporation
FY 2024-25 UNIFIED WORK PROGRAM
December 2023

Prepared By:
Detroit Transportation Corporation
535 Griswold
Detroit, Michigan 48226

Preparation of this document was financed, in part, through grants of the U.S Department of Transportation, Federal Transit Administration, under the Urban Mass Transportation Act of 1964, as amended

1.0 Service Monitoring, Data Collection, Ridership and Revenue Analysis

1.1 OBJECTIVE

To continue maintaining a complete and comprehensive system approach of using empirical data to evaluate system performance.

1.2 METHODOLOGY

DTC continues daily data collections to support basic accounting and sales activities and satisfy National Transit Database (NTD) reporting requirements. DTC staff collects, analyzes, and compares DPM passenger and revenue data, including pass card and token sales. The information will primarily generate sales, marketing, and advertising-type reports. And, on an as-needed basis, will be supplied to SEMCOG to support the area's ongoing planning efforts. DTC will also use revenue-related data to reconcile its accounting staff with its revenue collection contractor. These weekly, monthly, and annual data collections will also serve as the basis for service evaluation and trend forecasting analyses.

1.3 PLANNING RELATIONSHIP

The continued development of this database will assist in service evaluation and support the requirements of NTD reporting and the RTA.

1.4 PRODUCTS

1. Monthly ridership reports
2. Monthly revenue reports
3. Monthly pass sales reports
4. Monthly analysis of special impact reports
5. Annual NTD report.

1.5 TIMELINE

July 1, 2024 – June 30, 2025												
PRODUCT	JUL-24	AUG-24	SEP-24	OCT-24	NOV-24	DEC-24	JAN-25	FEB-25	MAR-25	APR-25	MAY-25	JUN-25
Ridership Reports												
Revenue Reports												
Pass Sales Reports												
Special Impact Rpts												
Annual NTD Report												

2.0 Mobility Plan Development

2.1 OBJECTIVE

In the greater Downtown Detroit area, increased investment in infrastructure is aimed at connecting people with opportunities to attract and retain diverse residents and workers in Detroit and across Michigan. There is a need to synthesize community and stakeholder input with technical analysis and scenario planning to position DTC to secure funding and implement projects as opportunities arise that will contribute to improved mobility and opportunities in the greater Downtown Detroit area.

2.2 METHODOLOGY

DTC will lead a project to develop a Detroit People Mover System and Mobility Plan covering

the greater Downtown Detroit area that outlines a long-term vision with shorter-term strategies that can be implemented in three to five years. This project will allow investigation and development of mobility vision and strategies on how to adapt and improve the Detroit People Mover system in a way that connects, coordinates with and enhances mobility today and into the future across the greater Downtown Detroit area. The resulting plan will include a variety of strategies and potential projects with approximate cost, scope, timeframe, and key challenges to implement. As potential projects are identified, the plan will identify and outline next steps including NEPA, pursuit of Joint Development partners, special and discretionary funding possibilities, technology partnerships, and strategies to promote key initiatives and garner future funding support.

The project will focus on three key pillars to produce to the described outcomes: stakeholder input, technical analysis, and implementation strategies. First, the project would be guided by a steering committee comprised of residents, public officials, mobility providers, property owners, developers, and agency representatives to ensure the resulting plan has buy-in and continuing support of the larger community. Second, the project will rely on a team of national experts including experience in rail transit, placemaking, new mobility, and equitable development to guide the analysis, scenario planning, and connection to a larger mobility and transportation management strategy in the plan area. Third, the steering committee and consultant team will work together to identify supportable projects and well-developed but flexible implementation strategies to position DTC to act on any range of opportunities that may arise.

It is expected that this project will greatly increase the ability of DTC and the State to compete for and attract additional Federal funding for infrastructure, technology, and/or joint development initiatives in the project study area.

2.3 PRODUCTS

Project will use a development committee to finalize an RFP to evaluate and hire a consulting team comprised of national experts to lead the plan effort. In approximately 10-15 months, the project will produce a plan document with long-term vision, shorter-term strategies, and a detailed list of next steps including NEPA, additional development, and funding and partnership attraction strategies.

In addition to capital intensive infrastructure projects related to the rail system, the plan will investigate and analyze tools previously considered such as a Transportation Management Authority, Intelligent Transportation Systems (ITS) applications to enhance mobility, and consider the link to public spaces and services with wayfinding, walkability, and placemaking.

2.4 TIMELINE

Contract Awarded: 7/30/2024 Project Complete: 9/30/2025

DTC UWP Work Program				
TASKS	FEDERAL	STATE	LOCAL	TOTAL
Work Task 1. Data Collection and Analysis	\$76,121	\$0.00	\$16,879	\$93,000
Work Task 2. Mobility Plan Development	\$640,000	\$160,000	\$0	\$800,000
			Total:	\$ 893,000

St. Clair County Transportation Study

FY 24-25 Unified Planning Work Program

SEMCOG FISCAL YEAR JULY 1, 2024- JUNE 30, 2025

APPROVED BY SCCOTS ADVISORY COMMITTEE: DECEMBER 13, 2023

APPROVED BY METROPOLITAN PLANNING COMMISSION: JANUARY 17, 2024

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Service Description

Formal transportation planning began in St. Clair County in 1981. The 1980 decennial census designated Port Huron an Urban Area (population greater than 50,000). The Port Huron Urban Area Transportation Study (PHUATS) was formed in accordance with the 1962 Federal Highway Act, which requires there to be a *Continuing, Coordinated and Comprehensive* (3-C) planning process operating in all urban areas. PHUATS represented the urbanized portion of St. Clair County.

The Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA) enabled the inclusion of the entire County in the study area. With that expansion, the name of the organization was changed to the St. Clair County Transportation Study (SCCOTS), and the transportation planning process became integrated as a program area within the St. Clair County Metropolitan Planning Commission.

Currently, federal laws, executive orders, and the policies of the United States Department of Transportation have brought the issues of environmental justice, civil rights, public involvement, safety, air quality, livability, freight planning, and congestion reduction to the forefront of transportation planning.

The SCCOTS program provides participating local units of government and transportation agencies access to “pass-through” federal and state transportation funds. Other services offered to local governments, transportation agencies, and the citizens and businesses they serve include assistance, advice and education on particular transportation issues, projects, and programs. The SCCOTS program is also involved with transportation issue advocacy at the regional, state and national levels.

The service description of each program element takes into account the clientele of SCCOTS programs and whether they directly or indirectly benefit from the program. These clients include:

- St. Clair County government;
- Local units of government (cities, villages and townships);
- Public and private transportation providers;
- Federal, state, and regional regulatory agencies (FHWA, FTA, MDOT, SEMCOG, etc.);
- The general public;
- The business community; and
- Transportation system users.

Committee Structure and Membership

St. Clair County is part of the Detroit Metropolitan Statistical Area (MSA). The Southeast Michigan Council of Governments (SEMCOG) is designated to serve as the Metropolitan Planning Organization (MPO) for St. Clair County.

Transportation policy and funding decisions made by SCCOTS committees are forwarded to SEMCOG for further action. SCCOTS activities and programs complement and enhance those of SEMCOG.

METROPOLITAN PLANNING COMMISSION

The St. Clair County Metropolitan Planning Commission (MPC) serves as SCCOTS Policy Committee, administers the SCCOTS program and decrees transportation planning policy. The St. Clair County Board of Commissioners appoints the eleven-member commission, comprised of eight commissioners appointed by representation categories (i.e. finance, local government, recreation/tourism, etc.), two commissioners appointed at-large, and one St. Clair County Commissioner.

SCCOTS ADVISORY COMMITTEE

The function of the SCCOTS Advisory Committee (SAC), in addition to taking official action as Federal Aid Committee (FAC) for St. Clair County, is to make recommendations to the MPC on each transportation issue that comes before it. SAC membership is open to all St. Clair County local units of government (e.g., cities, villages, and townships), the County Board of Commissioners, the MPC, other transportation-oriented agencies such as the Blue Water Area Transportation Commission (BWATC), the St. Clair County Road Commission (SCCRC), the Michigan Department of Transportation (MDOT), and the Federal Highway Administration (FHWA), as well as interested civic groups. SCCOTS encourages members of the general public to participate in the meetings and activities of the SAC.

SCCOTS TECHNICAL SUBCOMMITTEE

The SCCOTS Technical Subcommittee (STS) is responsible for analyzing technical issues at the request of the SAC. One of the Technical Subcommittee's principal activities is the development of priority lists for the inclusion of projects in SCCOTS and SEMCOG's Transportation Improvement Program (TIP). The membership of the STS is comprised of SCCOTS Advisory Committee members that represent *Act 51* agencies (villages, cities, SCCRC, BWATC, MDOT and SEMCOG). All decisions made by the Technical Subcommittee are forwarded to the Advisory Committee for action.

PLANNING STAFF

The Executive Director of the MPC, planning staff, and administrative services staff each play a role in administering the SCCOTS transportation planning program. The Executive Director of the MPC serves as Director of SCCOTS. The planning staff is assigned to transportation planning functions and provides recommendations to the Director, SCCOTS Committees and the MPC on pending SCCOTS actions. MPC administrative services staff provide general program clerical support for the transportation planning program.

TRANSPORTATION PLANNING PROCESS

Michigan's MPO's, the FHWA, and MDOT have implemented a Memorandum of Understanding (MOU) designed to administer the transportation planning process in Michigan. St. Clair County will remain at the forefront in policy making through its participation in the Michigan Transportation Planners Association (MTPA).

In order to implement this document locally, an additional MOU was developed during the 1998-1999 fiscal year to codify the relationship between SEMCOG, SCCOTS, and BWATC. An updated MOU was completed May 2018.

The following section identifies the transportation planning services SCCOTS will provide during the 2024-2025 SEMCOG fiscal year. The entire community benefits when SCCOTS services are utilized by agencies that provide and maintain facilities that the county's citizens use on a daily basis. The SFY 2024-2025 SCCOTS Unified Planning Work Program is outlined in four general program elements.

- Data Collection and Analysis
- Plan and Policy Development
- Plan Implementation
- Support Services

The Federal Transportation Bill guides transportation spending throughout the country based on priorities and planning performance measures. The **Infrastructure Investment and Jobs Act**, also known as the **Bipartisan Infrastructure Law (BIL)** was recently signed into law by President Joe Biden on November 15, 2021. The bill began as a \$715 billion infrastructure package, but after congressional negotiations it was amended and now includes funding for broadband access, clean water, and electric grid renewal, in addition to the transportation and road proposals (federal-aid highway, transit, highway safety, motor carrier, research, hazardous materials, and rail programs). This version is approximately \$1.2 trillion in spending.

Program Elements

1.0 Data Collection and Analysis

The SCCOTS program provides data collection and analysis to assist federal, state, regional, and local transportation planning agencies. The work performed in this program element has a direct impact on areas internal and external to the County.

SCCOTS staff serves as the lead agency in some endeavors wherein staff manages the working group. SCCOTS staff performs a supporting role for the other programs which are coordinated through a diverse number of planning entities.

SCCOTS staff closely monitors local agency plans and planning efforts, providing analysis and formal reports that gauge whether those local plans and projects are consistent with county and local master plans.

Lastly, this program element addresses the dissemination of custom information upon request to clientele that are not frequently involved in the transportation planning process. The information provided may consist of traffic counts or other spatial data not available or packaged in a generally accessible format by other agencies. This element monitors, analyzes, and updates information relevant to the transportation planning process including land use, transportation, employment, economic, demographic, and environmental data.

1.1 Data Collection and Analysis: Transportation Asset Management Council (TAMC)

Purpose/Outcome

The objective of this task is to gather pavement condition data for a statewide asset assessment, and to assemble a four-year priority list of projects that references the data; and to facilitate local implementation of an asset management plan.

Method

Asset Management is a management approach to our surface infrastructure that emphasizes performance and conditions, not ownership. It is a process predicated on stewardship of public resources, accountability to the users of the system, and continuous improvement. This task will assist SEMCOG in the collection of data needed to fulfill the requirements of P.A. 499 of 2002, which established the Transportation Asset Management Council (TAMC) and charged it with developing an asset management process for the State of Michigan. Data collection is scheduled according to TAMC guidelines using the *Pavement and Surface Evaluation Rating* or PASER method.

Products

1. The road network loaded into RoadSoft and updated as necessary.
2. PASER data for the Federal Aid Eligible roads in St. Clair County.
3. Public display of the PASER ratings.
4. Report to the TAMC with PASER, project status, and other data, for St. Clair County.

5. Assist in the development and implementation of local transportation asset management plans.

Total Hours	Federal Share	Local Share	Total
225	\$10,260	\$2,275	\$12,535

1.2 Data Collection and Analysis: Data Collection and Maintenance

Purpose/Outcome

The objectives of this task are to collect, maintain, and distribute transportation-related data for planning needs and public inquiry and for SCCOTS to provide consistent spatial data upon request.

This was named as one of the Planning Emphasis Areas by FHWA/FTA

Method

SCCOTS receives requests for spatial data because it is a program within the Metropolitan Planning Commission. SCCOTS may assist in fulfilling the request, or may defer the request to the appropriate staff member within the department. SCCOTS utilizes aerial photography to track land use trends.

SCCOTS will also collect other data, as available, to support transportation planning needs, such as park and ride usage, parking infrastructure, safety data, housing/population/economic data, and other data as necessary.

SCCOTS will work with SEMCOG and MDOT to complete traffic counts and pedestrian/bicycle counts as necessary based on specific projects/scenario needs.

Products

1. Transportation data and map products for use in SCCOTS and MPC planning activities.
2. Staff reports on project status.
3. Transportation data and map products for use in SCCOTS and MPC planning activities.
4. Staff reports on project status.
5. HPMS data that is collected by the locals.
6. Work with SEMCOG to maintain detailed interactive web based traffic count and pedestrian/bicycle count database.

Total Hours	Federal Share	Local Share	Total
375	\$19,907	\$4,414	\$24,321

1.3 Data Collection and Analysis: GIS Data and Mapping

Purpose/Outcome

The objective of this task is to collect, develop and gather data to be used to develop maps and graphics to be used for various transportation planning and projects. Utilization of the County's Geographic Information System aids planners in analyzing current trends and conditions.

Method

Using data from a variety of sources to create maps that can be used by any/all county departments as well as any municipality that requests a map. Data is often shared and used to benefit the entire County.

SCCOTS will also collect other data, as available, to support transportation planning needs, such as park and ride usage, parking infrastructure, safety data, housing/population/economic data, and other data as necessary. Where appropriate, this data will be mapped to support planning and decision making.

Products

1. Transportation data and map products for use in SCCOTS and MPC planning activities.
2. Land use data and map products for use in SCCOTS and MPC planning activities.
3. Zoning Ordinance and Future Land Use on GIS database (County’s Geocortex.)
4. Staff reports on project status.
5. Training for staff.

Total Hours	Federal Share	Local Share	Total
1,250	\$39,827	\$8,831	\$48,658

2.0 Plan and Policy Development

This program element consists of the review, analysis, development, and coordination of various plans and projects.

Staff assists in the development of projects, the coordination of resources, and access to funding. These delivery units also engage the programmatic requirements for Federal Transportation Funding. SEMCOG, MDOT, and FHWA are the other agencies that plan projects in St. Clair County.

2.1 Plan and Policy Development: Local Plan Review and Analysis

This program element consists of reviewing and analyzing local master plans, subarea plans, development plans, and zoning ordinances and identifying impacts to the overall transportation network, public transportation systems, nonmotorized transportation, and key growth corridors. The work performed in this program element has a direct impact on areas internal and external to the County, with a focus on the land use/transportation interface.

SCCOTS staff serves as lead agency in the study of various corridors, areas, and projects in the County. They will work closely with various municipalities and agencies as they study key corridors, areas, projects.

SCCOTS/MPC staff will work with community partners to develop various types of documents as a result of the studies.

Purpose/Outcome

In accordance with Michigan Public Act 33 of 2008 (Michigan Planning Enabling Act), the objective of this task is to fulfill St. Clair County Transportation Study and Metropolitan Planning Commission responsibilities for local plan development and review. SCCOTS and the Metropolitan Planning Commission address actual and potential effects of land use and population development on the transportation system, with particular attention focused on efficiency, safety, mobility, the environment and congestion.

Method

The Metropolitan Planning Commission is charged with review of local master plans, zoning ordinances, and updates or amendments to each and with the development of coordinated comprehensive planning documents. Reports and recommendations are generated regarding the consistency of these documents with corresponding regional, county, and local plans.

SCCOTS and the Metropolitan Planning Commission develop and review plans that are: coordinated, harmonious, efficient and economical; that take into account land and population development; that reduce congestion on streets; that make well-guided use of public funds; that promote livability and sustainability; and that best promote public health, safety, order, convenience, and general welfare. The overarching goal of review and analysis efforts is to ensure better integration of transportation planning and land use. There will also be an increased focus on integrating Complete Streets principles into community planning activities.

Products

1. Staff informational reports and recommendations.
2. Staff activity reports.
3. Collaboration with staff for expertise in related program areas.
4. Research and working papers on topics as necessary.
5. Maintenance of formal plans focused on coordinated development.

Total Hours	Federal Share	Local Share	Total
150	\$7,135	\$1,582	\$8,717

2.2 Plan and Policy Development: Long Range Transportation Plan

Purpose/Outcome

The objective of this task is to develop/update the St. Clair County 2050 Long Range Transportation Plan (LRTP) in coordination with SEMCOG’s Regional Transportation Plan (RTP) for Southeast Michigan. And then implement the plan.

These plans are both set to be adopted in 2024 and contain goals/objectives and performance measures that will guide transportation planning activities in the coming years.

*MDOT’s Planning Emphasis Area

Method

The SCCOTS 2050 LRTP defines the goals and objectives, outlines the transportation decision making process, and identifies fiscally constrained multi-modal transportation improvements for St. Clair County to the year 2050. The projects identified as part of this LRTP are ultimately incorporated into SEMCOG’s Regional Transportation Plan (RTP).

Products

1. Staff reports on long range transportation planning activities.
2. Project working papers.
3. Participation and data sharing in travel demand modeling activities.
4. Participation in long range planning meetings.
5. Implementation of the goals/objectives of this plan and carry out the projects identified.
6. Monitor, implement, and support the performance measures list.
7. Performance measures and rules that come out of the Bipartisan Infrastructure Law will be included in the development of this plan.

Total Hours	Federal Share	Local Share	Total
50	\$2,416	\$536	\$2,952

2.3 Plan and Policy Development: St. Clair County Master Plan

Purpose/Outcome

The objective of this task is to assist in the implementation of the St. Clair County Master Plan. The Master Plan has a 20-year planning horizon and is reviewed and updated every five years and was last adopted in December 2023.

Method

This will also be used as planning guidance for all of the municipalities throughout the County.

Products

1. Staff progress reports.
2. Staff presentations.
3. Public presentations.
4. An updated County Master Plan document.
5. Integration of the plan into local or area project and policy reviews.

Total Hours	Federal Share	Local Share	Total
50	\$2,584	\$573	\$3,157

2.4 Plan and Policy Development: Transportation Project Coordination

Purpose/Outcome

The objective of this task is to facilitate the development of federally-funded local transportation infrastructure projects including STP Urban, STP Rural, STP Safety, TEDF Category-D, and CMAQ. An overall goal is to improve the comprehensive Transportation System through projects that benefit the entire county and/or region.

*MDOT’s Planning Emphasis Area

Method

SCCOTS, as the designated transportation-planning agency for St. Clair County, is provided with an annual apportionment of Surface Transportation Program funding. The Advisory Committee prioritizes projects and awards funding. The “obligation authority” that is attached to this, and other funding resources, expires if conditions are not fulfilled according to certain prescribed timelines. SCCOTS also assists in economic development and mobility enhancement project procurement.

Products

1. Staff reports detailing project advancement.
2. White paper reports on the requirements of funding resources.
3. Annual summary of federal transportation expenditures.
4. Ensure compliance with Transportation Performance Measures requirements
5. Ensure that the project is “ready” for inclusion in the Transportation Improvement Program, if need be.

Total Hours	Federal Share	Local Share	Total
125	\$6,734	\$1,493	\$8,227

2.5 Plan and Policy Development: Sustainability and Livability

Purpose/Outcome

The objective of this task is to address air quality and climate adaptation, directly and indirectly, by addressing elements of transportation that are linked to air quality. An additional objective of this task is to understand the implications of possible non-attainment of federal air quality standards and, in cooperation with SEMCOG and other agencies, to identify and recommend policies and actions at the regional, local and individual level that would help the region stay in, or return to, attainment status.

This objective also includes items such as green infrastructure, water resources, and another attributes involved with creating a good quality of life. This will occur by keeping the principles of resiliency and environmental sensitivity in the center of these planning activities.

This was named as one of the Planning Emphasis Areas by FHWA/FTA

Method

Planning staff will perform a scan of the existing Long Range Transportation Plan and County Master Plan to identify ways to indirectly incorporate climate adaptation measures by emphasizing linkages between the effects of transportation and air quality and the existing plan goals. Staff will research best management practices (BMPs) for incorporating climate adaptation measures into transportation and land use planning, such as demand management strategies. Additionally, staff will monitor trends such as growth in vehicle miles traveled (VMT), changes in land use and development patterns, changing water levels, system congestion, and new developments in vehicle

technology and alternative fuels and energy. As standards change this could be something that needs to be addressed here in St. Clair County.

Products

1. Staff reports, when applicable.
2. Web-based fact sheets on the effects of transportation and air quality and potential climate adaptation.
3. Database of best management practices for addressing air quality and climate adaptation issues.
4. Participation in regional air quality and/or climate adaptation initiatives.
5. Recommendations for air quality and climate adaptation planning goals and objectives.
6. Participate in regional efforts in regards to alternative energy and fuel sources
7. Educate you, staff, and local municipalities as new trends and information becomes available

Total Hours	Federal Share	Local Share	Total
125	\$6,961	\$1,544	\$8,505

2.6 Plan and Policy Development: Corridor Studies

Purpose/Outcome

The objective of this task is to develop and/or update specialized corridor studies of the significant corridors within the County. Staff understands the economic importance of critical corridors for future commercial/industrial development. Staff will work with communities along the corridors and other organizations such as the St. Clair County Road Commission and the Economic Development Alliance of St. Clair County to identify goals and objectives for specialized plans, as appropriate. Continued participation with the I-69 Thumb Region stakeholder group and the study of other corridors will be examined as they come up.

Method

Staff works closely with participating local agencies to research and monitor development along a corridor. The limited resources of the Metropolitan Planning Commission will be most useful in situations where there is:

1. A commitment to adopting new policies and/or programs that provide additional protections for critical natural and cultural resources; and
2. A commitment to cooperative planning with one or more neighboring municipalities as a means of developing and adopting these policies and/or programs.

Staff will provide assistance to these collaborative planning efforts by participating in planning meetings and by providing timely data and other resources as it is available.

Products

1. Staff reports detailing the activities of corridor study advisory committees.
2. Staff reports detailing the progress of corridor studies.
3. Documentation of corridor studies in the Long Range Transportation Plan.
4. Implementation Ordinances and Policies for the member agencies.

5. Development of other corridor plans, ordinances, and presentations for communities within the Urban and General Services District, as designated by the St. Clair County Master Plan.
6. The potential use of the SEMCOG Corridor Toolkit and Partnering for Prosperity: Economic Development Strategy for Southeast Michigan.
7. Potential grant applications.
8. Area and/or corridor bylaws.
9. A description of issues and committee-resolved courses of action.
10. Resulting sub-area or corridor plans:
 - a. Access management guidelines;
 - b. Land use planning guidelines;
 - c. Land development guidelines;
 - d. Traffic control implementation plans;
 - e. Rights-of-way plans;

Total Hours	Federal Share	Local Share	Total
35	\$1,843	\$409	\$2,252

2.7 Plan and Policy Development: Environmental Justice

Purpose/Outcome

The objective of this task is to participate and learn about the laws and requirements of Environmental Justice, Title VI, Americans with Disabilities Act, and other equity planning efforts.

This was named as one of the Planning Emphasis Areas by FHWA/FTA

Method

SCCOTS staff will attend trainings, develop plans, implement procedures, educate local officials, and explore other activities related to equity planning.

Products

1. Update Title VI Plan and develop reports as needed.
2. Attend trainings, provide written reports.
3. Implement Environmental Justice principles in all planning activities.

Total Hours	Federal Share	Local Share	Total
75	\$4,082	\$905	\$4,987

3.0 Plan Implementation

The Plan Implementation element is centered on the short-term implementation of longer-term plans as detailed in Program Element 2.0 of this Unified Planning Work Program.

These plan element delivery units focus on the provision of capital projects or planning processes administered through local agencies. Staff assists in the development of projects, the coordination of resources, and access to funding. These delivery units also engage the programmatic requirements for Federal Transportation Funding. SEMCOG, MDOT, and FHWA are the other agencies that plan projects in St. Clair County.

3.1 Plan Implementation: Committee Involvement

Purpose/Outcome

The objective of this task is to constructively participate in federal, state, regional or local transportation studies and activities not directly addressed in the *FY2024-25 SCCOTS Unified Planning Work Program*, ensuring that regional positions are considered as part of local studies and plans.

Method

Staff will maintain active participation in committees, conferences, studies, and meetings related transportation, land use, and/or sustainable development, including: the Michigan Transportation Planning Association (MTPA) and subcommittees, SEMCOG’s Transportation Coordinating Council, Technical Transportation Team, SCCOTS Advisory Committee and Technical Subcommittee, and the St. Clair County Metropolitan Planning Commission.

Products

1. Staff reports.
2. Resolutions from SCCOTS Advisory Committee or Metropolitan Planning Commission, as necessary.
3. Collaboration with staff for analysis in other program areas.
4. Project programming that integrates human services into the built environment.
5. Products requested by SEMCOG for assembling the Regional Transportation Plan.
6. Unified Planning Work Program.
7. Annual Report.
8. Transportation Improvement Program.
9. Long Range Transportation Plan.
10. Research and working papers on topics as necessary.
11. Staff report on Annual MTPA Conference.

Total Hours	Federal Share	Local Share	Total
175	\$8,895	\$1,972	\$10,867

3.2 Plan Implementation: Transportation Improvement Program (TIP)

Purpose/Outcome

The objective of this task is to manage a four-year list of fiscally-constrained capital improvement and technical study projects including STP Urban, STP Rural, STP Safety, TEDF Category-D, and CMAQ. This task is performed in conformance with the current federal transportation bill for the effective implementation of the SCCOTS Long Range Transportation Plan.

*MDOT’s Planning Emphasis Area

Method

SCCOTS assembles a priority list of projects, capital and technical, with identified funding sources and recognition in a long-range transportation planning process. This Transportation Improvement Program includes at least a project name, scope, boundary, cost estimate, share cost by funding category (federal, state, or local) justification, and year of construction. Each TIP requires an inclusive public involvement effort. The final year of one TIP will be the first year of the subsequent TIP.

Products

1. Transportation Improvement Program and subsequent amendments.
2. Review/Revise the Prioritization Process for Project Selection.
3. Work with SEMCOG to insure that our TIP Documents match.
4. Enter Projects in MDOT’s Jobnet (web databases.) Provide feedback on software as needed
5. Annual Report to Advisory Committee, Metropolitan Planning Commission, and County Board of Commissioners on obligation of federal funds.
6. Develop a list of Previously Obligated Projects.

Total Hours	Federal Share	Local Share	Total
250	\$11,347	\$2,516	\$13,863

3.3 Plan Implementation: Multimodal Planning

Purpose/Outcome

The objective of this task is to support and promote local and regional efforts to improve non-motorized transportation mobility and walkability throughout the County, particularly in traditional downtowns. Creating more walkable and bike-able communities will further strengthen the high quality of life that county residents enjoy, will enhance the unique characteristics of communities, and promote healthy, vibrant neighborhoods. It is also an objective of this task to create an awareness of alternative and combined modes of transportation, to enhance community non-motorized safety, and to implement capital improvement projects that facilitate non-motorized, transit, and multimodal travel. The FAST Act converted the Surface Transportation Program to a block grant, which maximizes flexibility of STP. A great deal of this work will be implemented through the Transportation Alternatives Program.

This was named as one of the Planning Emphasis Areas by FHWA/FTA

*MDOT’s Planning Emphasis Area

Method

SCCOTS will provide planning assistance and funding information to local Downtown Development Authorities (DDAs), local units of government and other stakeholder groups interested in promoting and increasing walkability and bicycling activity in their communities. Additionally, SCCOTS will assist local units of government and other organizations within the community in preparing grant applications for pedestrian-centered and bicycle-focused

enhancement projects. Staff will also participate in the coordination of SEMCOG’s Regional Non-Motorized Transportation Plan, working toward its implementation.

SCCOTS staff will also provide technical support for the creation of non-motorized, transit, and multimodal transportation evaluation tools, perform an evaluation of these tools with the assistance of the public and target user groups, and reports comments back to the respective lead agency. Staff assists in providing non-motorized, transit, and multimodal transportation evaluation tools, safety materials, and resources to the public. Staff will work with state, regional and local agencies to implement project planning and scoping documents that highlight the inclusion of non-motorized, transit, and multimodal transportation options. They will work with the Act 51 Agencies to develop solid TAP Grant Applications.

****Complete Streets****

The objective of this task is to develop a countywide Complete Streets Policy. As there becomes a greater focus on non-motorized transportation throughout the county and region, a complete streets policy should be developed to help move these priorities forward.

Products

1. Presentations on non-motorized safety, transit, multimodal transportation options, and transportation alternatives grants.
2. Include transit projects in the Transportation Improvement Program
3. Port Huron Amtrak Station Replacement Study Project- Blue Water Area Transportation Study.
4. Port Huron Amtrak: National Environmental Policy Act Review Process.
5. Fact sheets on walkable communities and bicycle-friendly infrastructure.
6. Evaluation and research on implementing and funding a targeted bike share program.
7. Evaluation of state and regional programming documents.
8. Potential grant opportunities/applications.
9. Recommendations for integrating walkability and bicycle and pedestrian mobility into community master plans.
10. Staff reports on county non-motorized, transit, and multimodal transportation planning.

Total Hours	Federal Share	Local Share	Total
125	\$6,243	\$1,384	\$7,627

3.4 Plan Implementation: Transportation Safety and Security

Purpose/Outcome

The objective of this task is to promote “Safety Conscious Planning” (the inclusion of safety measures in the transportation process) through a variety of activities. A further intent of this task is to actively promote transportation system security and emergency preparedness planning.

Method

Safety and security of our transportation system is a national priority and is a key emphasis of the Bipartisan Infrastructure Law. With more money being available within this bill for safety projects,

MPC Staff will assist the local communities with these types of projects by providing collecting and analyzing data. Staff will also attend trainings, education opportunities, and enforce policies. Staff will also work in coordination with the Southwest Michigan Traffic Safety Plan. This program element unit examines safety and security issues within the County that may be addressed through design improvements and/or the deployment of countermeasures. There are monthly meetings of the Workgroup Subcommittee and quarterly meetings of the entire body. SCCOTS assembles a yearly ‘Safety Profile’ highlighting countywide safety challenges.

Products

1. Staff research and reports as necessary.
2. Identification and mapping of high-crash locations and research and analyze all safety data as it comes available.
3. Recommendations for projects based on safety solutions.
4. Staff participation, as appropriate, in conferences, workshops and meetings on homeland security, mass evacuation planning and emergency preparedness issues, both at the organizational and countywide levels.
5. Staff participation in the implementation of the regional safety plan (Southwest Michigan Traffic Safety Plan).
6. Repository of information on current best practices for Michigan and the United States.
7. When requested, coordinate and assist schools in the utilization of the *Safe Routes to School* program.
8. Include Safety in our TIP Project Selection Process.
9. Use 2.5% of PL funds will be utilized on planning activities to increase safety and accessible options for multiple travel modes for people of all ages and abilities

Total Hours	Federal Share	Local Share	Total
145	\$7,168	\$1,589	\$8,757

3.5 Plan Implementation: Regional Trails Planning

Purpose/Outcome

The objective of this task is to continue the work being doing on a regional level and local level in terms expanding and improving the county’s trails and non-motorized facilities.

Method

There is a “catch-all” code above (3.3) for multi-modal planning that includes non-motorized transportation. This task is specifically focused on expanding the countywide /regional trail network. There has been extensive work done already including three different studies starting in 2019. These initiatives included development of the St. Clair County Trails Plan, an economic impact study looking at state and national case studies, and an evaluation of trail conditions on the existing trail network. Implementation of the new countywide trails plan is underway and MPC/SCCOTS staff is actively working with numerous community partners to complete trail gaps and connect the overall network. It is anticipated that our regional trail planning and implementation efforts will be long-term, multi-year endeavors.

Products

1. Annual trail condition reports.
2. Staff research and reports as necessary.
3. Grant applications and grant assistance to local communities.
4. Participation and attendance at trail-focused workshops and conferences.
5. Participation and attendance at SEMCOG, SEMTAT, MDOT, and other regional trail committee meetings.
6. Public meetings and presentations on proposed trail routes.
7. Updates to countywide and regional trail plans and maps.

Total Hours	Federal Share	Local Share	Total
75	\$3,748	\$831	\$4,579

4.0 Support Services

These delivery units satisfy the administrative duties of the transportation planning program and include the development of an annual Unified Planning Work Program, general program administration, and professional development, enabling St. Clair County to receive Federal transportation funding. SCCOTS staff performs the administrative functions required for the receipt of Federal PL 112 funding for the transportation planning program.

An array of delivery units supports each program element and includes:

- a specific **OBJECTIVE**;
- guided by a **METHODOLOGY**;
- defined by specific **PLANNING RELATIONSHIPS**, by direct and indirect clients; and resulting in **PRODUCTS AND ACTIVITIES** that summarize the planning, implementation and evaluation of the delivery unit.

4.1 Support Services: SCCOTS Unified Planning Work Program (UPWP)

Purpose/Outcome

The objective of this task is for SCCOTS to develop an annual Unified Planning Work Program.

Method

The UPWP document guides SCCOTS activities for the year beginning on July 1 and ending on June 30 of the subsequent year. The document specifies work tasks and funding requests for drawing from the annual PL 112 apportionment. The UPWP is organized into program elements, categories, and individual delivery units. Each delivery unit has an objective, a methodology, a definition of planning relationships, products, and an estimated allocation of staff time. The UPWP lists costs for all SCCOTS activities, thus enabling the usage of federal funds at an 81.85% federal to 18.15% local ratio.

Products

1. Development of timeline for UPWP input and approval.
2. File on PL112 grant funding and balance sheets.
3. Annual Unified Planning Work Program document.

Total Hours	Federal Share	Local Share	Total
103	\$5,106	\$1,112	\$6,128

4.2 Support Services: General Program and Contract Administration

Purpose/Outcome

The objective of this task is for SCCOTS to prepare resource packets for each committee meeting and deliver minutes for committee approval; to monitor the progress of contracts exercised in the provision of transportation planning services; and to prepare reports of completed activities and invoices for reimbursement from the annual PL 112 apportionment.

Method

SCCOTS assembles committee packets according to the order of business on each agenda. Minutes and reports of business items for each meeting are prepared in a timely manner for distribution.

SCCOTS periodically reviews timelines, project deliverables, and milestones for the proper execution of transportation planning services. SCCOTS reviews each invoice for professional services and pays them as appropriate. SCCOTS also develops requests for proposals, requests for qualifications, and project proposals.

SCCOTS prepares reports for billing on a quarterly basis. The information in these quarterly reports is compiled into an annual report that must be submitted by July 31 the following year. Quarterly reports must be submitted to SEMCOG with the first two business weeks of the quarter’s close.

Products

1. Meeting packets.
2. Meeting minutes.
3. Staff reports/timelines monitoring project progress.
4. Staff review of invoices.
5. Quarterly reports.
6. Annual Report.

Total Hours	Federal Share	Local Share	Total
2,040	\$78,528	\$17,413	\$95,941

4.3 Support Services: Legislative and Policy Consultation

Purpose/Outcome

The objective of this task is to advise SCCOTS, MPC, and other local officials of the impact of state and federal legislation on SCCOTS policies and programs and to advise state and federal legislators on SCCOTS policies, plans, programs and the legislative impact on them.

SCCOTS will also work to enhance local government policy development and planning implementation tools, and to function as a clearinghouse for federal and state transportation grant programs' information and review. An overall goal is the mitigation of invasive and negative effects of transportation system enhancements.

Method

SCCOTS staff needs to have the opportunity and capability to review legislative initiatives and inform the SCCOTS Advisory and Policy Committees of the potential impact these initiatives may have on the overall transportation network. Participation in organizations such as the Michigan Transportation Planners Association (MTPA), the Southeast Michigan Council of Governments (SEMCOG), the American Planning Association (APA), the Michigan Association of Planning (MAP), the Institute of Transportation Engineers (ITE), the Michigan Townships Association (MTA) and the Michigan Association of Counties (MAC) provide SCCOTS with valuable updates and connections to national and statewide trends and information on transportation policy.

Staff will maintain an information base on pending and approved legislation and distribute information to the SCCOTS Advisory and Policy Committees as appropriate. In addition, as directed, staff will prepare information pertaining to bills and regulations for SCCOTS to transmit to appropriate legislative bodies and legislators. The objective is to have informed legislators, local officials, and staff with the ability to expeditiously respond to pending legislative actions that affect the county's transportation system.

SCCOTS, through its close working relationship with local communities, is able to respond to requests for assistance in developing and implementing policies that augment transportation goals in local planning documents. SCCOTS directs communities to additional resources available to them through the St. Clair County Metropolitan Planning Commission. This outreach may be the most direct provision of service to townships and smaller agencies with little funding resources. The focus area of this delivery unit is the Urban and General Services District in the St. Clair County Master Plan.

SCCOTS, through its close working relationship with federal, state, and regional regulatory agencies, is notified of many transportation-funding resources. SCCOTS is able to review the applicability of such resources to situations within the County, or refer the information to appropriate agencies and county departments.

Products

1. Fact sheets or other information on pending legislative and regulatory actions, as needed.
2. Updated legislative information on the SCCOTS website and/or social media platforms.
3. Communication of policies, plans and programs to elected officials, as needed.
4. Meetings with legislators and/or elected officials, as appropriate.

5. Staff reports/correspondence as needed on specific situations and funding opportunities.
6. White paper reports on planning policies and grant opportunities.
7. Grant application/participation where applicable.
8. Discussion and recommended action for transportation planning and policy requests.

Total Hours	Federal Share	Local Share	Total
75	\$4,179	\$927	\$5,106

4.4 Support Services: Public Outreach

Purpose/Outcome

The objective of this task is to engage the public in the transportation planning process through direct presentation, and to constructively participate in public involvement processes that other agencies develop for their planning activities.

This includes distributing information via media that reaches a broader market or targets specific segments of the population. An additional objective is to maintain and update the SCCOTS website and social media in order to provide timely information on transportation-related issues.

This was named as one of the Planning Emphasis Areas by FHWA/FTA

Method

Program staff will organize, stage, and evaluate public meetings that satisfy federal requirements for the transportation planning process, as presented in their Public Participation Plan. The success of this delivery unit is dependent on staff effectively communicating expertise, explaining project/program descriptions and results, and reflecting public comment into the transportation planning process. Public presentations must be conducted in places and at times that maximize the availability of public comment, including minorities, the impoverished, and other traditionally underserved segments of the population.

Program Staff is working to update the Metro Planning website, to be more user friendly with more useful information. We realize the importance of having a solid online presence in this day and age. We will link our sites to SEMCOG’s website as well, to provide the regional connection. SCCOTS and the Metropolitan Planning Commission have determined that strengthening relationships with print and broadcast media is an important factor in developing trust with their clients. Additionally, social media platforms such as Facebook or Twitter will be utilized as appropriate.

Products

1. Staff reports to the SCCOTS Committees and the Metropolitan Planning Commission detailing the purpose of the involvement, the status of the project, and the effectiveness of the interaction.
2. Public involvement documentation portions of Metropolitan Planning Commission products and projects.
3. Continue to review, evaluate, and update the Public Participation Plan, including consideration

for public participation

4. Staff preparation of reports or working papers for the planning efforts as appropriate to the level of involvement.
5. Staff reports to files of current Metropolitan Planning Commission planning exercises.
6. Fact sheets (white papers).
7. Updated SCCOTS website content.
8. News articles and project updates posted electronically.
9. News articles and project updates distributed in project-oriented newsletters.
10. Press releases describing agency achievements or public involvement announcements.
11. Information and topical notices distributed through social media updates.

Total Hours	Federal Share	Local Share	Total
105	\$5,439	\$1,206	\$6,645

4.5 Support Services: Professional Development

Purpose/Outcome

The objective of this task is for SCCOTS to enable the development of critical skills and a broad base of knowledge with regard to transportation planning theory and practices.

Method

Due to the dynamic nature of transportation planning, SCCOTS staff is continually engaged in professional development training. Topics include congestion management, federal and state funding programs, public involvement, transportation safety and security, accessibility, quality of life, connectivity and system preservation.

Products

1. Staff reports on training sessions, conferences, and workshops
2. Library information and training materials.

Total Hours	Federal Share	Local Share	Total
215	\$11,146	\$2,472	\$13,618

SCCOTS 2024-2025 UWP Timeline

	July	August	September	October	November	December	January	February	March	April	May	June
Element 1 Data Collection and Analysis												
1.1 Transportation Asset Management Council												
1.2 Data Collection and Maintenance												
1.3 GIS Data and Mapping												
Element 2 Plan and Policy Development												
2.1 Local Plan Review and Analysis												
2.2 Long Range Transportation Plan												
2.3 St. Clair County Master Plan												
2.4 Transportation Project Coordination												
2.5 Sustainability and Livability												
2.6 Corridor Studies												
2.7 Environmental Justice												
Element 3 Plan Implementation												
3.1 Committee Involvement												
3.2 Transportation Improvement Program (TIP)												
3.3 Multimodal Planning												
3.4 Safety and Security												
3.5 Regional Trails & Non-motorized Planning												
Element 4 Support Services												
4.1 SCCOTS Unified Planning Work Program												
4.2 General Program and Contract Administration												
4.3 Legislative and Policy Consultation												
4.4 Public Outreach												
4.5 Professional Development												
Continuous activity												
GA action on Population and Employment Forecast												
RTIP amendments												
TCC/Exec Comm or GA meetings												

		Hours	FHWA PL 112	Match PL 112	TOTAL
1.0 DATA COLLECTION AND ANALYSIS					
1.1	Transportation Asset Management Council (TAMC)	225	\$ 10,260	\$ 2,275	\$ 12,535
1.2	Data Collection and Analysis	375	\$ 19,907	\$ 4,414	\$ 24,321
1.3	GIS Data and Mapping	1,250	\$ 39,827	\$ 8,831	\$ 48,658
Program Area Subtotal		1,850	\$ 69,993	\$ 15,521	\$ 85,514
2.0 PLAN AND POLICY DEVELOPMENT					
2.1	Local Plan Review and Analysis	150	\$ 7,135	\$ 1,582	\$ 8,717
2.2	Long Range Transportation Plan	50	\$ 2,416	\$ 536	\$ 2,952
2.3	St. Clair County Master Plan	50	\$ 2,584	\$ 573	\$ 3,157
2.4	Transportation Project Coordination	125	\$ 6,734	\$ 1,493	\$ 8,227
2.5	Sustainability and Livability	125	\$ 6,961	\$ 1,544	\$ 8,505
2.6	Corridor Studies	35	\$ 1,843	\$ 409	\$ 2,252
2.7	Environmental Justice	75	\$ 4,082	\$ 905	\$ 4,987
Program Area Subtotal		610	\$ 31,755	\$ 7,042	\$ 38,797
3.0 PLAN IMPLEMENTATION					
3.1	Committee Involvement	175	\$ 8,895	\$ 1,972	\$ 10,867
3.2	Transportation Improvement Program (TIP)	250	\$ 11,347	\$ 2,516	\$ 13,863
3.3	Multimodal Planning	125	\$ 6,243	\$ 1,384	\$ 7,627
3.4	Safety and Security	145	\$ 7,168	\$ 1,589	\$ 8,757
3.5	Regional Trails & Non- Motorized Planning	75	\$ 3,748	\$ 831	\$ 4,579
Program Area Subtotal		770	\$ 37,400	\$ 8,293	\$ 45,693
4.0 SUPPORT SERVICES					
4.1	SCCOTS Unified Planning Work Program	103	\$ 5,016	\$ 1,112	\$ 6,128
4.2	General Program & Contract Administration	2,040	\$ 78,528	\$ 17,413	\$ 95,941
4.3	Legislative and Policy Consultation	75	\$ 4,179	\$ 927	\$ 5,106
4.4	Public Outreach	105	\$ 5,439	\$ 1,206	\$ 6,645
4.5	Professional Development	215	\$ 11,146	\$ 2,472	\$ 13,618
Program Area Subtotal		2,538	\$ 104,308	\$ 23,130	\$ 127,438
TOTALS		5,768	\$243,456	\$53,986	\$297,442

Cost Allocation Plan

	Total	Direct	Indirect
Direct			
Wages	492,216	492,216	
Subtotal Salaries	492,216	492,216	-
Overtime	-	-	
Health Insurance	73,180	73,180	
Life Insurance	438	438	
Disability Insurance	4,915	4,915	
Retirement	36,584	36,584	
Retiree Healthcare	8,124	8,124	
457 Match	25,473	25,473	
FICA	30,771	30,771	
Medicare	7,197	7,197	
Unemployment Insurance	392	392	
Worker's Compensation	2,947	2,947	
Subtotal Fringes	190,021	190,021	-
Mileage reimbursement	1,177	122	-
Travel	1,276	607	-
Meals	552	15	-
Dues and Subscriptions	3,599	65	-
Office supplies	440	422	-
Fuel	-	-	-
Legal Services	-	-	-
Professional services	4,142	-	4,142
Maintenance contracts	-	-	-
Telephone	994	-	994
Licenses, permits and fees	-	-	-
Postage/freight	201	-	201
Program Promotion	-	-	-
Printing and publishing	410	-	410
Repairs and maintenance	806	-	806
County Membership	-	-	-
Training	1,920	810	-
Uncapitalized assets	-	-	-
Refunds Paid	-	-	-
Building rental	1,000	-	1,000
Equipment	-	-	-
Subtotal Other	16,517	2,041	7,553
Building Depreciation	35,137	-	35,137
Legislative	2,816	-	2,816
Admin/Controller	7,962	-	7,962
Accounting	2,085	-	2,085
Human Resources	6,144	-	6,144
Purchasing	386	-	386
Treasurer	4,449	-	4,449
Information Technology	42,014	-	42,014
IT Telephone Support	-	-	-
Building & Grounds	2,152	-	2,152
Motor Pool	608	-	608
Wellness Program	291	-	291
Insurance	6,006	-	6,006
Sick & Vacation payout	4,719	-	4,719
Grand River Building*	41,020	-	41,020
Total Cost Allocation Plan Amounts	155,789	-	155,789
Indirect Cost Calculation:			
Total Indirect Costs	163,342		
Direct Sal & Fringes	682,237	23.9421%	

Suburban Mobility Authority
For
Regional Transportation

Fiscal Year 2025
Unified Work Program

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W2300 - Pontiac Mobility Hub Project (FUNDED FY 22)

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W2400 – Bus Stop Management System (APPLIED FOR FUNDING FY 25)

W9100 Regional Data Collection and Analysis

Purpose/Outcome

To continue to develop and maintain a comprehensive and up-to-date database of SMART patron trip patterns and opinions, and inventory bus stop and shelter locations. SMART will also maintain/update its business/employer database.

Method

Ridership data and passenger opinion information will be collected and analyzed. As land use development, demographics shifts, and State and Federal legislation including Section 5310 are taken into account, the success of the FAST service (SMART's corridor expressive service), SMART Flex (SMART's microtransit service), community based service, route deviation, etc. may become more prominent in SMART's future delivery of transit service. SMART staff will also analyze major studies that were completed or in are in process of completion. Staff will continue to analyze the farebox and Automated Passenger Count (APC) data. This APC data provides boarding and alighting results down to the bus stop level. This project will work with SEMCOG's travel survey, SMART will review the results of the survey to determine any potential implications to transit. Staff will analyze and update the Transit Asset Management Plan (TAMP).

Data collections which may take place as part of this project also include updates to the major employer travel pattern data, as necessary, site specific retail facility analyses and surveys submitted to employers within certain corridors. This project will also fund activities related to analysis of the 2020 Census. As new American Community Survey data is released, SMART will continue to utilize this data in its transit planning process.

Additionally, data collection will be conducted as necessary for evaluation of specific routes or transit facilities. Facility evaluation will focus on passenger amenities at sites along SMART's most productive routes. In addition, all of SMART's bus stop and shelter locations will continue to be inventoried and geocoded and entered into a database for analysis using SMART's Geographic Information System (GIS). SMART will work closely with the RTA, SEMCOG, MDOT and DDOT to make sure all data collected will be easily

transferred and read by the various interested agencies. SMART will also update its GIS base map to insure the latest address ranges are used with the GIS software.

SMART will continue to streamline its methods of compiling and displaying ridership and other service standards. Currently, the raw data is inputted by many different individuals and in different formats. This project will look at these methods and determine if there are better and more efficient ways to gather and display this data. A possible outcome of this project could result in the development of new key performance indicators (KPIs) that can further help with the presentation of statistics.

SMART will also determine the types and format of data to be displayed on its web site.

Products

1. Review bus stop location procedures
2. A report detailing the data collection efforts
3. Recommendations for data collecting procedures
4. Analysis of passenger surveys/TAMP/COA

W9100 Regional Data Collection and Analysis

<u>Budget Detail:</u> <u>FY' 2025</u>	
Person Weeks:	
Staff	8
Budget:	
Personnel	\$2,500
Fringe Benefits	947
Travel	0
Supplies	0
Contractual	0
Audit Fee	0
TOTAL	\$3,447
Agency Distribution	
FTA	\$2,821
LOCAL	626
TOTAL	\$3,447

W9200 Plan for Community Transit / Connector Services

Purpose/Outcome

To continue the development, coordination, and enhancement of small (paratransit) bus services within the SMART region including the implementation of paratransit services in compliance with the Americans with Disabilities Act (ADA) of 1990.

Method

SMART will work with county coordination committees and with the RTA to continue the monitoring and evaluating the effectiveness and efficiency of SMART's Community Transit/Community Based Transit trips in suburban Wayne, Oakland, and Macomb Counties. ADA paratransit services in the SMART and LETC service areas will be monitored for compliance with the ADA, and their respective ADA paratransit plans. In addition, Community Transit services will be monitored and suggestions for improvement will be made in an effort to maximize overall system productivity.

This task will assist staff in applying for Section 5310 grants to purchase new buses and/or new service. This program is designed to eliminate transportation barriers for persons with disabilities. This funding will be used to provide evening and weekend paratransit service for persons with disabilities. Any new service will be operated by SMART and/or eligible subrecipients. This Task will allow staff to evaluate the effectiveness of the service and make recommendations to improve the service. Evening and weekend service was identified as the top priority in SMART's Coordinated Human Services Transportation Plan (CHSTP). Staff will work closely with the RTA in the continuing development of the CHSTP.

Staff will continue to analyze the current zone method of scheduling paratransit vehicles in the service area.

Staff will evaluate the current ADA application process. Staff will examine ways to improve the process and speed up turnaround time without losing oversight. Staff will continue to coordinate ADA activities with the Detroit Department of Transportation (DDOT).

This project will build upon previous Unified Work Program projects which have addressed paratransit and older adult and disabled mobility issues within the SMART jurisdiction. This project will also serve to update elements of the SMART and LETC ADA paratransit plans.

Staff will continue to analyze the service in the Microtransit zones. Staff will examine expanding the microtransit (Flex) service into other areas.

This project will undertake assisting the RTA in updating the Coordinated Human Services Transportation Plan. During the conduct of this study, staff will work with the RTA and SEMCOG to insure coordination with all agencies involved.

Products

1. A final report documenting FY' 2025 issues and actions relative to the SMART Community Transit and Community Based Transit programs including Section 5310 projects
2. Report on the finding of the ADA evaluation process

W9200 Plan for Community/Connector Transit Services

<u>Budget Detail:</u> <u>FY' 2025</u>	
Person Weeks:	
Staff	30
Budget:	
Personnel	\$105,000
Fringe Benefits	39,765
Travel	0
Supplies	0
Contractual	0
Audit Fee	0
TOTAL	\$144,765
Agency Distribution	
FTA	\$118,490
LOCAL	26,275
TOTAL	\$144,765

W9300 Fixed Route Planning

Purpose/Outcome

The objectives of this project are to develop various strategies to make SMART Fixed Route services more productive, through the evaluation and development of appropriate service modifications and the refinement of a data base for monitoring SMART Fixed Route performance.

Method

Bus route performance statistics will be updated and evaluated to determine the strengths and weaknesses of the existing transit service. This information, combined with land use and demographic data will be used to develop short term service modifications to maximize the efficiency and effectiveness of SMART bus service. Based on new passenger counts obtained from APC data, a fixed route trip analysis will be conducted to allow modifications to routes and service levels to facilitate increased productivity. This will result in analyses of specific groups of service in distinct parts of the metropolitan area. SMART will use the results of SEMCOG's most current transit Studies. Staff will also continue the analysis of historical ridership data that was collected in the pre-pandemic years and compare it to current data to gather trend information. Staff will continue to work with SEMCOG on their various transit surveys. With SMART fixed route fleet being 100% equipped with new automated passenger counters, staff will phase out using the farebox for passenger and NTD reporting.

Staff will continue to use SEMCOG's Household Survey and staff will continue to analyze the results as they relate to transit. The survey results will assist staff in addressing the needs of transit riders and will allow staff to identify new potential transit markets.

This project will also continue SMART's planning effort in two funded projects. SMART recently completed its Transit Access Management (TAM) Plan and will strive to keep it updated and a Comprehensive Operational Analysis (COA) recently completed will be reviewed for further implementation. Staff will evaluate the recommendations of these reports for possible implementation.

This project will enhance the Geographic Information System (GIS). Updates may include adding any new zip code data and enhanced census data, and employer/employee data collected during the conduct of W9100 Regional Data Gathering. SMART staff will use GIS to examine passenger trends and patterns and to assist in evaluating the effectiveness of SMART's fixed route service and any plans to expand the service. The trends and patterns will be analyzed to determine how transit might be able to serve the users better. GIS will also be used to determine transit ridership by community. SMART will work with the RTA and SEMCOG where necessary and coordinate studies conducted under this project. SMART will also analyze the client base of various service agencies recipients in order to determine the best means of transportation available to get the unemployed workers full or part time employment. SMART will also assist Michigan Works! projects in determining the best transit options available to their clients.

An analysis of how the GIS may be updated to improve customer service operators may be conducted.

As part of the COA, a survey of passengers was performed. This project will allow staff the ability to review and analyze the results of the survey to discover who SMART's current transit patrons are and what kinds of suggestions they might have to improve SMART's services. Data will be gathered from potential employers of reverse commuter to determine where some of their existing employees live. SMART will examine existing park and ride lots for patron usage and location. The need for additional or relocating park and ride lots will also be studied.

SMART will consider the changes to commuter habits due to the pandemic. The COVID-19 pandemic has changed the way that traditional 9 to 5 jobs function and the requirements of traveling into the office on a daily basis to perform their job duties. This has an impact on overall ridership especially along the routes that cater to commuters. SMART staff will continue to consider this habitual change as it looks to alter routes in the future.

SMART staff, in conjunction with the COA and changes to travel patterns due to the pandemic, will conduct an in-depth review of its non-productive bus routes. These are the routes that have had consistently some of SMART lowest productivity. Staff will continue to implement some of the recommendations of the COA.

The results of this will help SMART in understanding and recognizing gaps in the system for access to such facilities for special needs or disadvantaged populations (e.g. older adults, lower-income, physically disabled). In addition to looking at issues related to core service and healthcare access, this task force will assess the health benefits and existing connectivity gaps in the transportation network, including non-motorized and transit.

SMART will work with the Regional Transit Authority (RTA) in the coordination of its public transit services. SMART will provide input and assistance in the RTA's revision of its Regional Master Transit Plan. Staff will work closely with the RTA on the development of its Bus Rapid Transit development.

An assessment of SMART National Transit Database procedures will be conducted to determine if there are ways to improve the way data is collected. Computerized data components which can assist route checkers in the data input will be evaluated and possibly be purchased.

SMART will continue to update its Title VI Program. This will be an extensive project which will involve building census data bases and conducting passenger surveys to determine Title VI compliance. Staff will review the Title VI circular 4702.1B and proceed to implement changes where deemed necessary. Staff will also review the Environmental Justice circular 4703.1 and determine what actions need to be taken to remain in compliance.

SMART will review Limited English Proficiency (LEP) Program for continued compliance.

SMART, as a designated recipient of federal formula funding, will coordinate the implementation of Section 5310 programs in the urbanized portions of Macomb, Oakland, and Wayne Counties excluding the City of Detroit. Within the City of Detroit, these programs will be coordinated by the Detroit Department of Transportation (DDOT).

Staff will continue to analyze the service initiative that was started in January, 2018. SMART will examine the effectiveness of this service. New corridors for SMART's FAST service will be evaluated. New FAST corridors and new park and rides will be analyzed for implementation.

This project will build upon work accomplished in Project W9300 (Fixed Route Planning for the FY' 2024 Unified Work Program). It will also use data gathered during previous projects including Project W9300 (FY'23) and Project W9300 (FY'22).

Products

1. Sets of short term Fixed Route service improvements
2. Enhanced and expanded transit Geographic Information System(GIS)
3. Title VI Program, Environmental Justice Program and Limited English Proficiency (LEP) comprehensive update
4. Analysis of FAST Act legislation where pertaining to fixed route service
5. Provide data/assistance to the RTA/SEMCOG
6. New Service Initiative Analysis

W9300 Fixed Route Planning

<u>Budget Detail:</u> <u>FY' 2025</u>	
Person Weeks:	
Staff	40
Budget:	
Personnel	\$87,000
Fringe Benefits	32,948
Travel	2,101
Supplies	26,000
Contractual	50,000
Audit Fee	500
TOTAL	\$198,549
Agency Distribution	
FTA	\$162,512
LOCAL	36,037
TOTAL	\$198,549

W9400 Long Term Planning

Purpose/Outcome

The objectives of this task are to continue and build on the long term planning efforts from previous years. Staff will identify capital improvement strategies and service expansion possibilities that were not examined previously. The projects developed as a result of this task will tend to be longer in terms of time of study initiation and projected project impact (at least 5 year duration), however some capital improvements will be of somewhat lesser duration. Projects conducted under this task will include both operating and capital improvement strategies. This project will work hand in hand with the Transit Asset Management (TAM) Plan (recently completed under a separate grant) and the Comprehensive Operational Analysis (COA) that also was recently completed and funded under a separate grant. It is the intent of this project to review, monitor and adjust long term plans. The task will begin to incorporate the findings of the Paratransit COA that was recently completed.

Method

Essential to the orderly growth of any agency or organization is the long term planning of service expansion and the applicable capital investment required to support such expansion. As part of the conduct of this task, the major capital facilities i.e., maintenance of terminals, etc., will be evaluated based on existing use and projected future use. Elements to be considered include; large and small bus expansion/replacement, the role of contracted (privatization) transit service providers, major capital investment strategies including joint development (new construction and major expansion of new terminals, passenger amenities projects, and major maintenance equipment acquisition projects), and most importantly long term local funding scenarios. Where necessary, these elements will be modified to meet future needs and perhaps compounded savings for government agencies across the region.

SMART will be in its ninth millage term and will examine long term improvements to service. With SMART's local millage fund increased in 2014 and renewed in 2018 and 2022, the existing challenge will be to address this increase in to adjust service to stay within the constrained budget. Oakland County will be all a part of SMART, the first time since 1995. Staff will continue to explore the most effective ways to deal with the funding as to what if any services are restored. SMART will coordinate work with the RTA when

developing long range plans. This will allow for the service coordination between the different modes of proposed service.

The task will assist in the updating of SMART comprehensive capital facilities development plan. The plan has transitioned in the Transit Asset Management Plan. During the TAM update, individual specific long range studies addressing capital and service development will continued to be performed.

The information generated during the course of this task will also provide valuable input to the region's Transportation Improvement Plan (TIP) and the region's freeway reconstruction efforts. The information generated will also provide valuable input to the Five Year Capital Budget. There will also be an emphasis on SMART to obtain funds from the Enhancement Program and identifying opportunities for joint (public sector/private sector) development opportunities. As an end result the work generated through this task will provide valuable input to the transit element of SEMCOG's Long Range Regional Transportation Plan as well as to the RTA's Regional Master Transit Plan..

Products

1. Updates/revisions to SMART's Transit Assist Management Plan
2. Long range funding element
3. Revisions to SMART long range planning strategies
4. Joint development opportunities between transit agencies, municipalities and the business community

W9400 Long Range Planning

<u>Budget Detail:</u> <u>FY' 2025</u>	
Person Weeks:	
Staff	8
Budget:	
Personnel	\$20,000
Fringe Benefits	7,574
Travel	0
Supplies	0
Contractual	0
Audit Fee	0
TOTAL	\$27,574
Agency Distribution	
FTA	\$22,569
LOCAL	5,005
TOTAL	\$27,574

W9500 Fiscal Project Development/TIP

Purpose/Outcome

The objective of this project is to identify and apply for all feasible methods of funding available through federal or state sources.

Method

Beginning with the passage of the Intermodal Surface Transportation Efficiency Act (ISTEA) in 1991 and subsequent updates over the past years, including TEA-21 Act of 1998 (Transportation Equity Act for the 21st Century), SAFETEA-LU Act of 2005 (Safe, Affordable, Flexible and Efficient Transportation Equity Act - A Legacy for Users), MAP-21 Act of 2012 (Moving Ahead for Progress in the 21st Century Act), FAST Act of 2015 (Fixing America's Surface Transportation) and the American Rescue Plan as well as the Coronavirus Aid, Relief, and Economic Security (CARES) Act and the Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act, a range of new funding opportunities became available for transit. This legislation placed all transportation modes on equal footing, permitting transit to participate as a mode equal to all others. In order to accomplish this, FAST Act and other Acts set forth a set of programs in which funds can be flexibly used, depending upon state and local approval of such usage. This project will continue to fund those measures necessary to apply for transit use of funds available in the CMAQ, Enhancement, and STP programs, that was continued under UWP Project W9500 – FY' 24. This effort will not be performed in a vacuum. This project will fund SMART's participation in a variety of forums such as the county federal aid committees (FAC's), Regional Transit Authority (RTA) and SEMCOG committees where these issues will be discussed. Efforts to apply for FTA funds with various local entities will also be funded by this task.

In addition to the new grant responsibilities funded by this task, more traditional activities will also be funded by this task. These include the development of the SMART TIP and the amendments to it and the review of TIP's and amendments developed by others in the region. In light of the more stringent requirements set forth regarding TIP submission,

additional work will also need to be performed in this area. This task will develop a revised capital program for FY 2024-2028 and a projected five year capital and operating budget.

This project will summarize those decisions SMART made as a result of previous and current technical analyses, applicable state and federal fiscal policies, previous capital experience, Authority policies, and inputs from other agencies and local communities. While all SMART Unified Work Program projects will be inputs to the TIP, particular emphasis will be placed upon Project W9400 (Long Term Planning), of the FY' 2025 UWP, which will provide many of the projects within the TIP. Project W9500's role will be especially significant since the various grant provisions tie the TIP more closely to SEMCOG's long range regional planning activity.

SMART will work closely with the Regional Transit Authority (RTA) throughout its budget and grant process to insure compatibility with the RTA's Master Plan.

Products

1. SMART applications for CMAQ, Enhancement, or other FTA grant programs
2. SMART Elements of the FY' 2025 UWP
3. Revised Capital Programs for FY' 2024-2028
4. Projected Five Year Capital and Operating Budgets

W9500 Fiscal Project Development/TIP

<u>Budget Detail:</u> <u>FY' 2025</u>	
Person Weeks:	
Staff	8
Budget:	
Personnel	\$6,000
Fringe Benefits	2,272
Travel	0
Supplies	0
Contractual	0
Audit Fee	0
TOTAL	\$8,272
Agency Distribution	
FTA	\$6,771
LOCAL	1,501
TOTAL	\$8,272

W9600 Public Participation/Outreach

Purpose/Outcome

The objective of this task is to broaden the knowledge and understanding of the general public regarding public transportation programs and initiatives by attending public meetings or forums. This program is designed to coordinate with transit advocates, riders, and the general public to develop a general consensus for improving public transportation in this region.

Method

Activities will be conducted as required for the Coordinate events and meetings with transit advocates and general public. Promote greater awareness of SMART transit initiatives, services and programs by working closely with SMART's Advisory Council, SMART's Board, Transit Riders United (TRU), local transit advocates and general public, greater support for public transit improvements in the region are necessary and being recognized. Short- and long-range transportation planning initiatives are discussed at these meetings for public awareness. SMART will also take advantage of the RTA's public input process in order to gain further insight into the region's transportation issues. SMART's Advisory Council Meetings are held quarterly to receive comments/recommendations from passenger who are disabled, seniors and/or agency representatives and transit advocates on bus route service.

Products

1. Public Participation and Outreach Activities
2. Public Informational Meetings on Service/Fare Change

W9600 Public Participation/Outreach

<u>Budget Detail:</u> <u>FY' 2025</u>	
Person Weeks:	
Staff	8
Budget:	
Personnel	\$2,500
Fringe Benefits	947
Travel	0
Supplies	0
Contractual	0
Audit Fee	0
TOTAL	\$3,447
Agency Distribution	
FTA	\$2,821
LOCAL	626
TOTAL	\$3,447

W9700 Unified Work Program Design and Monitoring

Purpose/Outcome

The objective of this task is to provide for the administration, evaluation and close-out of existing SMART Unified Work Program (UWP) tasks and the preparation of the FY' 2026 work program document.

Method

Activities will be conducted as required for the development and coordination of SMART input to the region's Unified Work Program. Monthly progress reports and task completion reports will be produced in coordination with individual UWP project managers and submitted to the MPO (SEMCOG). In coordination with SEMCOG, the FY'2025 work program will be reviewed at various intervals to evaluate progress. The RTA and SEMCOG will be informed if a redirection of program activities is needed. Work program task descriptions and budgets for FY' 2026 will be developed for SMART technical study efforts consistent with applicable guidelines and identified needs, with active participation by SEMCOG and other agencies.

The Unified Work Program submission serves as the coordinating mechanism for analyzing technical study activities to be performed by the Authority. It provides a format for regional review of technical study tasks to be performed. Output of the UWP activities result in the programming of more cost-effective and needs-oriented transit improvements within the region.

Products

1. Amended FY' 2025 SMART Unified Work Program submissions as required
2. FY' 2026 SMART Unified Work Program submission
3. Monthly submission of progress reports to the MPO
4. Project Close-out Reports

W9700 Unified Work Program Design & Monitoring

<u>Budget Detail:</u> <u>FY' 2025</u>	
Person Weeks:	
Staff	8
Budget:	
Personnel	\$2,500
Fringe Benefits	947
Travel	0
Supplies	0
Contractual	0
Audit Fee	0
TOTAL	\$3,447
Agency Distribution	
FTA	\$2,821
LOCAL	626
TOTAL	\$3,447

SUMMARY OF PROPOSED FY' 2025 UNIFIED WORK PROGRAM

W9100 REGIONAL DATA COLLECTION AND ANALYSIS

Purpose/Outcome

To continue to develop and maintain a comprehensive and up-to-date database of SMART patron trip patterns and opinions, and inventory bus stop and shelter locations. SMART will also maintain/update its business/employer database.

W9200 PLAN FOR COMMUNITY TRANSIT / CONNECTOR SERVICES

Purpose/Outcome

To continue the development, coordination, and enhancement of community transit services within the SMART region including the implementation of paratransit services in compliance with the Americans with Disabilities Act (ADA) of 1990.

W9300 FIXED ROUTE PLANNING

Purpose/Outcome

The objectives of this project are to develop various strategies to make SMART Fixed Route services more productive, through the evaluation and development of appropriate service modifications and maintenance strategies and the refinement of a database for monitoring SMART Fixed Route performance.

W9400 LONG TERM PLANNING

Purpose/Outcome

The objectives of this task is to continue to identify capital improvement strategies and service expansion. The projects developed as a result of this task will tend to be longer in terms of time of study initiation and projected project impact (at least 5 year duration). The projects will be more capital intensive, in terms of dollar investment, than the relatively low cost short term planning projects. Projects conducted under this task will include both

operating and capital improvement strategies. This project updates and builds on previous plans to lessen the financial impacts of issues in the future.

W9500 FISCAL PROJECT DEVELOPMENT/TIP

Purpose/Outcome

The objective of this project is to identify and apply for all feasible methods of funding available through federal or state sources.

W9600 PUBLIC PARTICIPATION/OUTREACH

Purpose/Outcome

The objective of this task is to broaden the knowledge and understanding of the general public regarding public transportation programs and initiatives by attending public meetings or forums. This program is designed to coordinate with transit advocates, riders, and the general public to develop a general consensus for improving public transportation in this region.

W9700 UNIFIED WORK PROGRAM DESIGN AND MONITORING

Purpose/Outcome

The objective of this task is to provide for the administration, evaluation and close-out of existing SMART Unified Work Program (UWP) tasks and the preparation of the FY' 2025 work program document.

FTA 5304 SUPPLEMENTAL BUDGET (FUNDED FY' 2021)

W1100 Operation and Service Policy/Procedural Development (FUNDED)

Purpose/Outcome

SMART is applying for funds to develop a comprehensive Operation and Service Policy/Procedural Manual. SMART desires to hire a professional consulting team to bring in best practices from other transit agencies to review, update, modernize and develop new operation and service policy's which would guide SMART's operations going forward. The project will analyze current operational service metrics and will detail new recommendations for service benchmarks and goals.

With the prospect of improving service while not adversely affecting current customers, SMART desires to develop policies which would provide clear, measurable, and understandable method to evaluate the effectiveness of SMART's service.

Method

Currently, SMART has many policies dealing with operations and service. Many of these policies and procedures date back to the creation of SMART's predecessor SEMTA. The selected consultant would be required to work within all existing union contracts but will be able to recommend new or modified policies that can be addressed with the unions when necessary. The consultant will review and recommend changes to current workflows and the relationships to the policies. These policies will include both operator and customer related activities. The project will give precise details on how the policies will be enforced and what actions should be taken.

The project will include a wide range of policies including but not limited to:

- Driver show-time
- Inspection time
- Customer lift/ramp deployment
- Customer personal carry-on items
- On-time performance
- Assisting customers

- Driver disciplinary actions (phone use, smoking, no-show, route cutting, appearance & others)
- Accident reporting

The Operation and Service Policy Manual's conclusions and recommendations will be developed using current policies and procedures and recommended ones using extensive data collection and analysis of best practices.

The project will also evaluate current procedures when dealing with customer complaints. The entire workflow from when and how a complaint is received to who and how the complaint will be addressed. A computerized tracking system will also be developed.

Project Budget and Timeline

SMART has estimated that the study of this size would cost approximately \$400,000. From award date to SMART board adoption, the project is estimated to take 12 months. Implementation of the project will be phased in as recommended. SMART is ready to move forward with developing a solicitation for this project as soon as the funds are available.

Products

1. A final report documenting all recommended additions, subtractions and modifications including new workflows and assignments.

W1100 Operation and Service Policy/Procedural Development

<u>Budget Detail:</u> <u>FY' 2021</u>	
Person Weeks:	
Staff	52
Budget:	
Personnel	\$18,133
Fringe Benefits	6,867
Travel	0
Supplies	0
Contractual	375,000
Audit Fee	0
TOTAL	\$400,000
Agency Distribution	
FTA	\$320,000
MDOT	80,000
TOTAL	\$400,000

FTA FY'22 Grants under the Areas of Persistent Poverty Program (FUNDED FY' 2022)

W23000 Pontiac Mobility Hub Project (FUNDED)

Purpose/Outcome

SMART received funds to support the design and engineering work for the installation of a mobility hub in downtown Pontiac, Michigan. The project will identify 3 locations that are available to develop into a mobility hub. Over 30% of Pontiac's residents live in poverty and need access to transit to get to work, shop and medical appointments. This mobility hub project will include activities that improve access to transit, increase the number and type of transit services available and add transit amenities that are not currently available in Pontiac.

Method

Design and engineering mobility hub project to be located in downtown Pontiac. Project activities include identification of 3 locations to install mobility hub and design and engineering of mobility hub. Project aims to expand shared use and micro mobility options like bike-share, scooter-share and potentially car-share. A mobility hub will also address racial equity and environmental justice in this community by improving the transit services available and adding transit amenities. This project includes the expansion of shared use and micro mobility options like bike-share, scooter-share and potentially car-share. It also will integrate SMART's on-demand service, SMARTFlex, and will include land use planning and development concepts from the City of Pontiac and Oakland County. Some of the amenities that will be included are enhanced bus shelters with benches, real time information, ticketing/fare machines, waste disposal and a Park and Ride lot. Small-wheeled vehicle amenities include bike parking (could include bike lockers and/or a secured storage room), bike-share, a Fix-It Station, scooter parking, and wheelchair chargers. The pedestrian amenities include wayfinding, crosswalks, and walkways. Many of these types of amenities are available in communities in Southeast Michigan, but they are not currently in the Pontiac area. This project will bring these amenities, and improve the transit services available, to the low-income residents and minority populations of Pontiac.

The Downtown Pontiac Mobility Hub will be located in the city of Pontiac. The city is home to about 60,000 residents. About 31% of Pontiac's population is at or below the poverty line, 77% is minority, 20% is disabled, and 17% do not own a vehicle. This project will address racial equity and environmental justice by improving access to transit, improving the transit services available and adding transit amenities for the benefit of residents of Pontiac.

One way in which this mobility hub will address racial equity and environmental justice in this community is by providing access to more transit options by creating a Pontiac transit center. A bus stop with two bus shelters located on Water street currently serves as the northern hub of the SMART bus system with five routes connecting there to take riders to destinations that include Great Lakes Crossing Outlets and the Oakland County Courts and Administrative Complex. These routes serve over 1,000,000 riders on an annual basis. This Water street bus stop has size and amenity limitations as well as safety concerns. We seek to relocate this bus stop to a new location that can provide better access and more space to incorporate multiple modes of transit. The installation of a mobility hub at this new location will help improve access to transit, increase safety, and allow for the addition of several multi-modal amenities. This mobility hub will help to solve first mile/last mile connectivity issues, expand the reach of the transit system, create a transit center, and integrate the land use and development planning aimed at bringing more jobs and amenities to downtown Pontiac. It is important to improve the transit options available because Pontiac is seeing a lot of job growth with the recent addition of thousands of jobs due to the opening of a three million square foot Amazon facility on the site of the old Silverdome stadium, and the headquarters of United Shore Mortgage located just south of the downtown. This proposal will connect thousands of Pontiac residents to these new job opportunities with a series of mobility options provided by a mobility hub.

A mobility hub solution, with the amenities just described, will also produce an improved transit system by complementing potential development around the site location. Downtown Pontiac currently has a low growth rate, but adding affordable housing through regulations, incentives, increased funding and encouraging development of opportunity sites could lead to an increase in population and job density. The installation of a mobility hub will improve the transit system by creating better access to more areas with affordable housing for the low-income and minority populations of Pontiac and the surrounding area.

Project Budget and Timeline

SMART has estimated that the study of this size would cost approximately \$200,000. From award date to SMART board adoption, the project is estimated to take 12 months.

Implementation of the project will be phased in as recommended. SMART is ready to move forward with developing a solicitation for this project as soon as the funds are available.

Products

1. A final report with design and engineering plans along with site location details..

W2300 Pontiac Mobility Hub

<u>Budget Detail:</u> <u>FY' 2022</u>	
Person Weeks:	
Staff	52
Budget:	
Personnel	\$0
Fringe Benefits	0
Travel	0
Supplies	0
Contractual	200,000
Audit Fee	0
TOTAL	\$200,000
Agency Distribution	
FTA	\$180,000
MDOT	20,000
TOTAL	\$200,000

FTA 5304 SUPPLEMENTAL BUDGET (Applied for Funding FY' 2025)

W2400 Bus Stop Management System (Applied for Funding) Bus Stop Inventory/System, Review, & Design Standards

Purpose/Outcome

The Suburban Mobility Authority for Regional Transportation (SMART) requests 5304 funding for a Bus Stop Inventory/System, Review, & to create a Bus Stop Design Standards Manual. The project will allow for the documentation and review of all bus stops in the SMART service area (including SMART stops within the City of Detroit). The results of the project will provide a list of suggested improvements to existing stops including design mockups of each bus stop not meeting ADA criteria. The project will also create a Design Standards Manual that the Authority can utilize in the future to create and improve bus stops in the region.

Project Goals

SMART's primary goal is to have a full documentation and inventory of all 6,000+ bus stops within the SMART service area including SMART stops within the City of Detroit. This inventory would also come with a developed Bus Stop Design Standards Manual that SMART can utilize to make improvements to existing stops as well as stops in the future.

Project Description

SMART is Southeast Michigan's regional public transportation provider, offering convenient, reliable and safe transportation for Macomb, Oakland and Wayne Counties. SMART Fixed-Route and small bus services connect people to employment, educational institutions and medical facilities. SMART is supported by federal and state funding, and local contributions through a transit property tax millage from Oakland and Macomb Counties and from opt-in communities in Wayne County and bus fares.

Approximately 2 million people live within a ¼ mile radius of a SMART bus route and over 9 million people including seniors, students and professionals use SMART to travel to work, school, doctor's offices and shopping centers annually. SMART bus offers a variety of Fixed-Route and curb-to-curb service options and programs with 47 bus routes and over 6,000 bus stops.

SMART offers six different types of Fixed Routes:

- Main Corridor: Operates in and between suburban communities on major roads.
- Community: Operates within suburban communities.
- Crosstown: Operates between suburban communities, connecting to Main Corridor routes.
- Commuter: Operates between suburban communities during peak/rush hours only.
- Park-&-Ride: Connects Park-&-Ride lots to Downtown Detroit during peak/rush hours only.
- FAST – Frequent. Affordable. Safe. Transit.: Connects the suburbs to Downtown Detroit with limited-stop, high-frequency, WiFi-equipped service.

SMART directly operated Connector service is an advance reservation, curb-to-curb transportation option which provides trips within a 10-mile radius from the pickup point as long as it is located within the SMART service area. Riders must live further than 1/3 of a mile from a Fixed Route

unless they are a senior (65 years +) or an individual with a disability. This service is meant to supplement Fixed Route in providing connectivity throughout the region.

SMART also offers microtransit services that are meant to complement Fixed Route by providing curb-to-curb transportation options within a specific area where there is limited or no access to fixed route. SMART Flex acts as an Uber/Lyft type service where riders can request a ride and take it anywhere within the designated zone or to a bus stop within the zone where they can then access other destinations throughout the service area. There are currently 5 microtransit zones with plans for additional implementation in the future.

SMART's last layer of service is the Community Transit services offered through the Community Partnership Program. These transportation programs are provided through partnerships between SMART and local communities and organizations, and each one looks different. These services are meant to meet specific transportation needs in each community and complement SMART's directly operated Connector service.

Riders board at over 6,000 bus stops around the metro region. These stops are located within a wide variety of communities, including the City of Detroit, and each have different characteristics. Some stops include amenities like shelters and ADA walkways (keywalks) while others may simply be a sign in the ground without any sidewalks nearby. SMART desires to get a better sense of the current conditions of its bus stops through an extensive inventory of every stop showcasing the conditions of the stops. Having this inventory will only be the first step as SMART would like to make improvements to these stops utilizing best practices in the field. A collection of suggested improvements would be requested as part of the project along with mockups of proposed improvements that would bring the bus stops to ADA levels.

Aside from an inventory of existing stops, SMART would also like to have a design standards manual created consisting of bus stop standards that can be utilized for future improvements and stop expansions in the region. SMART is looking at expanding services to new areas in the coming years and having a manual to design successful stops would help the Authority grow well into the future. This design standards manual should be specific to Metro Detroit providing the framework for successful bus stops that best serve passengers as well as ensure the bus operates at an optimal service level.

Making all SMART bus stops ADA accessible is the ultimate goal. Far too long have many bus stops been inaccessible to customers. This project will allow SMART to program future funds to improve all bus stops not meeting accessibility requirements.

Method

The scope of work is to document, inventory, mockup and provide a bus stop design standards manual for over 6,000 bus stops in Metro Detroit (including SMART stops in the City of Detroit). SMART will be issuing a Request for Proposals to hire a consultant team to conduct this study.

Data Acquisition and Inventorying

Specific requirements for the data acquisition and inventorying is as follows:

- Conduct a field study in which every bus stop within Metro Detroit (including the City of Detroit) will be pinpointed and documented.
- Each stop will be photographed to show existing conditions.

- Documentation of what features are located at each stop including bus stop sign, info post, ADA walkway, bench, trash can, bike rack, shelter, and arrival screen.
 - It will also be documented whether sidewalks are present at the stop.
- This information will be uploaded to a GIS based data system or another server that can be actively used and updated as bus stops undergo improvements. A bus stop inventory app may be developed to allow for easy tracking of maintenance and improvements.

a. Bus Stop Improvements

The project will develop a list of bus stop improvements that can be made at each stop that lacks basic ADA requirements. A mockup of all bus stops that need improvements including keywalk measurements and placement. These improvements can be anything amounting to the addition of amenities (keywalk, shelter pads, garbage cans and/or bike racks) or even relocation from far side to nearside (or vice versa) pending findings.

b. Design Standards Manual

The project will create a Bus Stop Design Standards Manual specific to Metro Detroit that pinpoints the best practices in bus stop design and establishes a framework for SMART to make future improvements to stops in the region. The project will also update SMART bus stop and bus shelter location criteria.

- Design standards manual will include information on where to place bus stops (nearside or far side) to best serve passengers while keeping the bus moving along the route with minimal interruptions.
- Manual will also include updated criteria on bus stop and shelter locations.

Project Budget and Timeline

SMART is estimating the cost of this project to be \$600,000 and will take approximately two years to complete. Winter weather may pose some obstructions to identifying bus stop amenities. This project would not only consist of information to better understand the current status of SMART's bus stops but provide a standard system for future bus stops and improvements as the system expands in the region.

Products

- A complete list of bus stops in the SMART area including condition assessment and improvement plans;
- A method to track and update bus stops and amenities (app or software based);
- A locally focused bus stop design manual detailing procedures for placing and improving bus stops;

W2400 Bus Stop Management System

<u>Budget Detail:</u> <u>FY' 2025</u>	
Person Weeks:	
Staff	52
Budget:	
Personnel	\$0
Fringe Benefits	0
Travel	0
Supplies	0
Contractual	600,000
Audit Fee	0
TOTAL	\$600,000
Agency Distribution	
FTA	\$480,000
MDOT	120,000
TOTAL	\$600,000

SMART Budget Summary

FY 2025 UWP 5303 PLANNING GRANT

		FTA 5303	Match Local	TOTAL
1 DATA COLLECTION AND ANALYSIS				
W9100	Data Collection and Analysis	\$2,821	\$626	\$3,447
Program Area Subtotal		\$2,821	\$626	\$3,447
2 PLAN AND POLICY DEVELOPMENT				
W9200	Plan for Comm. Transit / Conn. Services	\$118,490	\$26,275	\$144,765
W9300	Fixed Route Planning	\$162,512	\$36,037	\$198,549
W9400	Long Term Planning	\$22,569	\$5,005	\$27,574
Program Area Subtotal		\$303,571	\$67,317	\$370,888
3 PLAN IMPLEMENTATION				
W9500	Fiscal Project Development/TIP	\$6,771	\$1,501	\$8,272
Program Area Subtotal		\$6,771	\$1,501	\$8,272
4 SUPPORT SERVICES				
W9600	Public Participation/Outreach	\$2,821	\$626	\$3,447
W9700	Unified Work Program Design & Monitoring	\$2,821	\$626	\$3,447
Program Area Subtotal		\$5,645	\$1,252	\$6,894
TOTALS		\$318,806	\$70,694	\$389,500

FY 2025 5304 / FTA AREAS OF PERSISTENT POVERTY GRANT

		FTA 5304/Areas of Persistent Poverty	Match MDOT	TOTAL
PLAN AND POLICY DEVELOPMENT				
W1100	5304 Operation and Service Policy/Procedural Development (FUNDED FY'21)	\$320,000	\$80,000	\$400,000
W2300	Pontiac Mobility Hub (FUNDED FY'22)	\$180,000	\$20,000	\$200,000
W2400	5304 Bus Stop Management System (APPLIED FOR FUNDING FY'25)	\$480,000	\$120,000	\$600,000
Program Area Subtotal		\$980,000	\$220,000	\$1,200,000
TOTALS		\$980,000	\$220,000	\$1,200,000

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

BUDGET UWP FY 2025

Dec-23

ELEMENT	PROJECT#	PERSONNEL	FRINGE	TRAVEL	SUPPLIES	CONTRACT	AUDIT FEES	TOTAL	FTA	LOCAL
DATA COLLECTION AND ANALYSIS										
<i>DATA COLLECTION AND ANALYSIS</i>	W9100	2,500	947	0	0	0	0	3,447	2,821	626
PLAN AND POLICY DEVELOPMENT										
<i>PLAN FOR COMMUNITY TRANSIT/CONNECTOR SERVICES</i>	W9200	105,000	39,765	0	0	0	0	144,765	118,490	26,275
<i>FIXED ROUTE PLANNING</i>	W9300	87,000	32,948	2,101	26,000	50,000	500	198,549	162,512	36,037
<i>LONG TERM PLANNING</i>	W9400	20,000	7,574	0	0	0	0	27,574	22,569	5,005
PLAN IMPLEMENTATION										
<i>FISCAL PROJECT DEVELOPMENT/TIP</i>	W9500	6,000	2,272	0	0	0	0	8,272	6,771	1,501
SUPPORT SERVICES										
<i>PUBLIC PARTICIPATION/OUTREACH</i>	W9600	2,500	947	0	0	0	0	3,447	2,821	626
<i>UWP DESIGN AND MONITORING</i>	W9700	2,500	947	0	0	0	0	3,447	2,821	626
TOTALS		225,500	85,399	2,101	26,000	50,000	500	389,500	318,806	70,694

5304 OPERATION & SERVICE POLICY GRANT - BUS STOP MANAGEMENT GRANT / FTA PROVERTY GRANT SUPPLEMENTAL BUDGET

FY 25 Dec-23

ELEMENT	PROJECT#	PERSONNEL	FRINGE	TRAVEL	SUPPLIES	CONTRACT	AUDIT FEES	TOTAL	FTA	MDOT
PLAN AND POLICY DEVELOPMENT										
<i>Operation / Service Policy/Procedural Development (FUNDED FY'21)</i>	W1100	18,133	6,867	0	0	375,000	0	400,000	320,000	80,000
<i>Pontiac Mobility Hub (FUNDED FY'22)</i>	W2300	0	0	0	0	200,000	0	200,000	180,000	20,000
<i>Bus Stop Management System (APPLIED FOR FUNDING FY'25)</i>	W2400	0	0	0	0	600,000	0	600,000	480,000	120,000
TOTALS		18,133	6,867	0	0	1,175,000	0	1,200,000	980,000	220,000

Toledo Metropolitan Area Council of Governments
TMACOG
FY 2025 UWP

ODOT Category 601 – Short Range Transportation Planning

Element Number 60140 Freight Planning

Goal: To improve the efficiency and reliability of the freight network and improve access to national and global markets to strengthen economic productivity and competitiveness.

Objectives:

- Include the efficient movement of freight by all modes in the planning process.
- Strengthen the region's position as a multimodal freight hub.
- Assess freight network performance through targets and measures.
- Promote discussion, coordination, and problem-solving for freight-related concerns.
- Raise public awareness of freight transportation concerns and opportunities.
- Eliminate potential impacts to safety, the environment, and social equity from freight-related projects, initiatives, and policies.

Methodology:

Promote projects and initiatives intended to improve freight transportation efficiency and reliability. Work to implement freight-related projects from TMACOG's long-range transportation plan. Follow freight planning guidance provided by the National Freight Strategic Plan and the Transport Ohio freight plan.

Support the development of freight-generating facilities including intermodal terminals, distribution centers, and industry sites by encouraging investment in infrastructure and improving access and connectivity. In collaboration with ODOT, identify regional inadequacies in available truck parking and work to address them. Promote new technology in freight transportation including electrification and advanced air mobility. Minimize freight network vulnerabilities by identifying methods to address them.

Work with ODOT in the development of a regional freight plan which will help to determine where freight investments are needed by identifying key facilities and corridors, evaluating the adequacy of infrastructure, identifying inefficient connections, recognizing changes in freight flow patterns, and assessing the overall performance of the freight network. Establish freight network performance targets and measures and integrate these measures into the planning process. Evaluate impacts to safety, the environment, and social equity from freight projects and initiatives.

To ensure the efficient and reliable flow of domestic and international freight between Ohio and Michigan, coordinate planning efforts with the Southeast Michigan Council of Governments (SEMCOG) and MDOT. Coordinate with ODOT and other MPOs to ensure efficient interregional freight flow in Ohio, including the connection between Toledo and Columbus.

Seek input from the TMACOG Freight Advisory Committee for regional freight planning efforts and use the committee meetings as a venue for sharing information, identifying problems, and developing solutions. Participation in the Ohio Freight Advisory Committee and the OARC freight

work group provides opportunities for learning about statewide freight assets and concerns, sharing information, providing regional input, and coordinating planning efforts. At the request of the host MPO, assist in the planning and presentation of the annual Ohio Conference on Freight, a significant forum for education, discussion, and innovation.

Products:

- | | |
|--|----------------|
| 1. Assist as needed with the planning and presentation of the annual Ohio Conference on Freight in coordination with OARC and the host MPO. | September 2024 |
| 2. Working with ODOT and coordinating with SEMCOG and regional freight stakeholders, oversee the development of a regional freight plan to identify freight assets and concerns, and determine where investments are needed. | December 2024 |
| 3. Work toward implementing freight-related projects from TMACOG’s long range transportation plan and contribute freight-related goals for the Transportation Legislative Agenda. | June 2025 |
| 4. Continue working with FlyOhio and the Regional Growth Partnership in the development of advanced air mobility technology. | June 2025 |
| 5. Continue to promote a more efficient and reliable truck connection between Toledo and Columbus. | June 2025 |
| 6. Monitor notices of federal infrastructure funding availability and inform regional jurisdictions and other entities of funding opportunities for freight-related projects or studies. | Ongoing |
| 7. Follow guidance provided by ODOT to develop strategies to address regional truck parking inadequacies. | Ongoing |
| 8. Establish freight network performance targets and measures and integrate these measures into the planning process, following federal and state requirements and recommendations. | Ongoing |
| 9. Provide information that can help inform local jurisdictions, legislators, freight stakeholders, and the public of freight transportation assets, concerns, and opportunities. | Ongoing |
| 10. Provide staff and support for quarterly meetings of the TMACOG Freight Advisory Committee and encourage participation from new members representing all transportation modes. | Ongoing |

60140 FREIGHT PLANNING BUDGET

Fiscal Year 2025 - July 1, 2024 – June 30, 2025

Full Time Hours440
Total Hours440

FY 2025 Expenditures:

Staff Labor/Leave.....\$11,357
Fringe Additive\$7,382
Direct Expenses.....\$1,785
Indirect Additive\$15,178

Total Expenses.....\$35,702

Plan Monitoring.....\$8,926
Plan Development.....\$14,281
Planning Services\$0
Plan Implementation.....\$7,140
Administration.....\$5,355

FY 2025 Revenue:

FHWA PL (MI).....\$29,222
Local Match\$6,480

Total Revenue.....\$35,702

ODOT Category 601 – Short Range Transportation Planning

Element Number 60150 Pedestrian and Bikeways Planning

Goal: To provide for increased availability and promote safe usage of pedestrian and bicycle transportation within the region.

Objectives:

- Improve the multimodal transportation system, positively impacting air quality and improving personal mobility, through continued development of pedestrian and bicycle facilities and opportunities within the region.
- Improve information sharing of the benefits of incorporation of non-motorized access and parking in new development and major street projects; on projects' relationship to the bikeway network; and on existing bikeway facilities; on educational information on transportation alternatives; and online information resources for pedestrian and bicycle issues through mapping and interactive descriptions and visuals.
- Support implementation of the projects and policies within the TMACOG 2045 Long Range Transportation Plan and the Southeast Michigan Council of Governments (SEMCOG) Regional Non-Motorized Plan.
- Support regional efforts to promote the availability, safety, and increased utilization of bicycling for transportation.

Methodology:

Through the Pedestrian and Bikeways Committee, TMACOG helps to coordinate the efforts of area jurisdictions and active transportation interests locally in the examination of personal transportation alternatives including pedestrian and bicycling provisions in the planning and design of transportation system improvements. TMACOG continues to sponsor activities such as Bike Month and other public relations activities to raise awareness of active transportation options. TMACOG also provides information for jurisdictions and the public to improve awareness and increase usage of existing facilities and resources.

Coordinate efforts with SEMCOG to improve multimodal regional mobility involving both Ohio and Michigan. Improve access to key destinations via pedestrian and bicycle modes and enhance connections between these non-motorized modes and other modes, especially transit.

Additionally, TMACOG works with pedestrian and bicycle advocates across the state to incorporate and promote transportation alternatives within the context of ODOT's programs, policies, and business plan.

Products:

- | | |
|--|-----------|
| 1. Encourage transportation alternatives and promote increased usage through the activities of the annual Bike Month. | May 2025 |
| 2. Support Safe Routes to School planning efforts throughout the region. | Ongoing |
| 3. Continue the availability and distribution of TMACOG bicycle network maps and dissemination of printed and electronic materials. | Ongoing |
| 4. Monitor and make members aware of all funding opportunities for pedestrian and bikeway improvements. | Ongoing |
| 5. Continue to improve the bicycle and pedestrian traffic counting program and review data. | Ongoing |
| 6. Keep current on the TMACOG website reference material and links to principles for accommodating bicycle and pedestrian transportation, bikeway definitions, and the regional bicycle/pedestrian plan. | Ongoing |
| 7. Support regional bikeway development efforts including conducting scheduled meetings of the Chessie Circle Trail Coordinating Committee and the Wabash Cannonball Corridor Coordinating Committee. | Ongoing |
| 8. Provide staff and support for the Pedestrian and Bikeways Committee and hold a minimum of four meetings. | Ongoing |
| 9. Provide support and help implement Walk.Bike.Ohio, the Ohio Trails Vision Plan, and the SEMCOG Regional Non-Motorized Plan. | Ongoing |
| 10. Update the Bicycle User Map. | May 2025 |
| 11. Update the non-motorized sections of the Moving Forward 2055 Long Range Transportation Plan. | June 2025 |

60150 Pedestrian and Bikeways Planning Budget

Fiscal Year 2025 - July 1, 2024 – June 30, 2025

Full Time Hours440
 Total Hours.....440

FY 2025 Expenditures:
 Staff Labor/Leave.....\$11,357
 Fringe Additive\$7,382
 Direct Expenses.....\$1,785
 Indirect Additive\$15,178

FY 2025 Revenue:
 FHWA PL (MI).....\$29,222
 Local Match\$6,480

Total Expenses.....\$35,702

Total Revenue.....\$35,702

Plan Monitoring.....\$8,926
 Plan Development.....\$14,281
 Planning Services\$0
 Plan Implementation.....\$7,140
 Administration \$5,355

61100 Long Range Planning

Goal: To maintain, promote, and monitor implementation of the regional transportation plan.

Objectives:

- Stay in compliance with federal law by maintaining a 20-year horizon regional transportation plan for the Toledo metropolitan area.
- Build on regional strengths, address regional needs, and achieve overarching plan goals.

Methodology:

The key responsibility is to maintain the region's comprehensive transportation plan, which is prepared and updated in cooperation with a broad range of public and private sector stakeholders, environmental agencies, and the general public. TMACOG completed the most recent plan, "On the Move: 2015-2045 Transportation Plan Update 2020" in 2020. The plan is for Lucas and Wood counties in Ohio, and for Erie, Bedford and Whiteford townships and the City of Luna Pier in Monroe County, Michigan.

Staff will begin work with the Transportation Planning Committee and regional partners to prepare the next area transportation plan, the 2055 Transportation plan, which must be approved and take effect by July 1, 2025. The new plan will need to be developed in accordance with the current federal surface transportation legislation. Requirements include that the plan be performance driven and outcomes-based; that is, the selected projects and strategies must help the region achieve specific objectives (performance targets) that reflect federal, state, and public transit goals and targets. The plan will incorporate information and recommendations from a variety of planning efforts such as the recent analysis of land use and growth patterns in the region, safety planning, and congestion management planning. Work on the regional transportation plan began in FY 2024 and will be completed in FY 2025.

In support of transportation plan implementation, TMACOG worked with area stakeholders in the past fiscal year to develop the *2023-2024 Transportation Legislative Agenda* as an informational resource. The Legislative Agenda encourages cooperation and coordination among regional partners. Work will begin on the next update of the Transportation Legislative agenda in FY 25. Other efforts will include working on priority initiatives identified in the plan and achieving plan targets.

Products:

1. Prepare the 2055 Transportation Plan by completing the following products:
 - a. Complete the Fiscal Analysis of the plan. August 2024
 - b. Develop project lists. October 2024
 - c. Conduct second round of public outreach events. December 2024
 - d. Complete Air Quality Conformity Analysis March 2025
 - e. Coordinate with SEMCOG on policies and projects in their RTP that may overlap with the TMACOG planning area March 2025
 - f. Completion of the 2055 Plan June 2025

- | | | |
|----|---|---------------|
| 2. | Provide information and assistance in support of the current 2045 Plan-2020 Update, including presentations, distribution of plan documents, and input to state planning processes. | Ongoing |
| 3. | Refine targets (and related measures of success) to be achieved through implementation of the regional transportation plan. Coordinate with SEMCOG on tracking and reporting targets. | Ongoing |
| 4. | Update the 2025-2026 Legislative Agenda to be presented at the 2025 TMACOG General Assembly. | December 2025 |
| 5. | Assist as requested in area community comprehensive plan updates and major development efforts. | Ongoing |
| 6. | Hold at least four meetings of the Transportation Planning Committee. Include informational presentations on planning issues at one or more of the meetings. | June 2025 |

61100 LONG RANGE PLANNING BUDGET

Fiscal Year 2025 - July 1, 2024 – June 30, 2025

Full Time Hours587
 Total Hours.....587

FY 2025 Expenditures:
 Staff Labor/Leave.....\$15,142
 Fringe Additive\$9,843
 Direct Expenses.....\$2,380
 Indirect Additive\$20,238

FY 2025 Revenue:
 FHWA PL (MI).....\$38,963
 Local Match\$8,640

Total Expenses.....\$47,603

Total Revenue.....\$47,603

Plan Monitoring.....\$4,760
 Plan Development.....\$28,562
 Planning Services\$0
 Plan Implementation.....\$7,140
 Administration.....\$7,140



FY 2025

Unified Planning Work Program (UPWP)

Washtenaw Area Transportation Study,
Ann Arbor Area Transportation Authority

POLICY COMMITTEE

Chair:	Brain Marl, City of Saline
Vice-Chair:	Leigh Greden, Eastern Michigan University
Secretary/Treasurer	Matt Carpenter, The Ride
Diane O'Connell	Ann Arbor Township
Erica Briggs	City of Ann Arbor
Vacant	City of Chelsea
Shawn Keough	City of Dexter
Brian Marl	City of Saline
Diane Ratkovich	Dexter Township
Mike Davis	Michigan Department of Transportation
Ken Dignan	Northfield Township
Mandy Grewal	Pittsfield Township
John Reiser	Scio Township
Ken Schwartz	Superior Township
Michael Sessions	SWWCOG
Kim Kiernan	University of Michigan
Caroline Sanders	Washtenaw County BOC
Barb Fuller	Washtenaw County Road Commission
Jennifer Symanns	City of Ypsilanti
Brenda Stumbo	Ypsilanti Township
Ex-officio Non-voting Members:	
Andy Pickard	Federal Highway Administration
Michele Fedorowicz	Southeast Michigan Council of Governments
Staff:	
Ryan Buck	Director
Nick Sapkiewicz	Senior Transportation Planner
Anton Schauerte	Transportation Planner
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Washtenaw County
Unified Planning Work Program
Fiscal Year (FY) 2025

For the Period July 1, 2024 – June 30, 2025

Washtenaw Area Transportation Study
Ann Arbor Area Transportation Authority

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The WATS UPWP represents a portion of the Southeast Michigan Metropolitan Planning Organization's Work Program for transportation planning. The entirety of the Work Program for Southeast Michigan is available on the SEMCOG website at <http://www.semco.org/>

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Background

For nearly fifty years, the federal "continuing, coordinated and comprehensive" (3C) urban transportation planning process in Washtenaw County has occurred at two levels. The Washtenaw Area Transportation Study Committee (WATS), is primarily responsible for conducting transportation planning and maintaining the federal eligibility of communities and transportation providers within Washtenaw County. The Southeast Michigan Council of Governments (SEMCOG), the seven-county region of southeast Michigan made up of the agencies and governmental units of the seven-county region, serves as the Metropolitan Planning Organization (MPO). WATS, in coordination with SEMCOG focuses on a holistic approach to transportation planning. This includes integrating transportation planning and community planning while engaging a diverse group of members, stakeholders and the public.

The Washtenaw Area Transportation Study's membership covers approximately half of the County's townships; the Cities of Ann Arbor, Chelsea, Dexter, Milan, Saline, and Ypsilanti; the Village of Manchester; the Ann Arbor Area Transportation Authority; the University of Michigan and Eastern Michigan University; the Washtenaw County Board of Commissioners, Washtenaw County Road Commission, and Ann Arbor Downtown Development Authority.

Local participation in WATS began in 1965. In 1974, WATS reorganized as an inter-municipal committee under Act 200 of the Michigan Public Acts of 1957. All voting member units and agencies of government approved common resolutions of support to accomplish the reorganization. Three Memorandums of Understanding including a Pass-Through of Funds Agreement exist between WATS and the Southeast Michigan Council of Governments (SEMCOG). As a result, the Washtenaw Area Transportation Study functions as an independent, yet coordinated sub-study with SEMCOG's Unified Planning Work Program (UPWP).

UNIFIED PLANNING ACTIVITIES

SUMMARY

The Unified Planning Work Program (UPWP) provides details of the WATS and AAATA (THE RIDE) planning work scheduled for the July 1 to June 30 fiscal year, and proposed expenditures by work element. The Program seeks to reflect the WATS Committee goals, roles, and responsibilities, using available resources in the context of both state and federal emphasis areas. The Program will undergo periodic reevaluation with amendments made if necessary. The Program is designed to be flexible enough to allow planning tasks to evolve based on changing regulations, policies, and directives while remaining clear in the major program work tasks for a given year.

The Unified Planning Work Program is presented in five elements that group the types of activities needed to maintain, update, report, implement, and administer the Washtenaw County transportation planning process. This process is in conjunction with the Southeast Michigan Council of Governments' (SEMCOG) regional planning program. The five major elements and their general content are as follows:

1. Plan Monitoring: These activities involve the collection, maintenance, and analysis of local or area wide planning data. Using new and established data files and accepted and experimental data collection procedures; WATS monitors the influence of land use, transportation system changes, employment, demographic and environmental indicators, on the area wide transportation system. WATS structures the monitoring work tasks to facilitate their use in the development and periodic reappraisal of comprehensive plan elements and plan implementation activities, including performance measurement and management. WATS also handles local data requests that contribute to the agency's policies and programs.

2. Plan Development and Detailing: Consistent with policy directives and monitoring activities, WATS researches, reviews, and revises sub-elements of the Washtenaw County Metropolitan Transportation Plan (MTP) and other planning documents when appropriate or when deemed necessary by the Policy Committee. Activities may focus on a specific geographic area, such as a particular transportation corridor or sub-region, center on a specific aspect of an existing or developing plan, or be topic focused. This task also involves strategic discussions regarding priorities including a greater Countywide focus on the issues of equity and economic segregation.

3. Planning Services: WATS performs planning service tasks to ensure broad understanding and consistent use of the planning program's goals, policies and findings by the public, stakeholders and partners. This also allows for strategic partnerships where the overlap of monitoring, development or implementation activities promotes agency policy goals and direction. This section includes participation in relevant committees, task forces, special projects and studies to integrate WATS Plans and Policies as broadly as possible. This section also includes many of the agency's ongoing public involvement activities including online and printed publications and social media curation.

4. Plan Implementation: Incorporating the Washtenaw Area Transportation Study Policy Committee's goals and focus areas into plan implementation activities is the principal focus of this element.

Included are such tasks as: reviews and recommendations pertaining to short and long range implementation programs for the area's major transportation systems, development and management of a Transportation Improvement Program (TIP) and related administrative products, and planning and programming of urban and rural Surface Transportation Program (STP) funds, National Highway Performance Program (NHPP), and other state and federal transportation funds. This task also includes the ongoing tracking of active projects and available resources. This task also includes special coordination with the state and federal government regarding technical and policy implementation of work in JobNet, the state's project management program.

5. Program Administration: The purpose of this element is to develop and administer, within the requirements of the Unified Planning Work Program, responsible program and contract management activities. This section ensures efficient and compliant operation of the agency including but not limited to accounting, payroll, transparency and efficient collaboration with SEMCOG, the Michigan Department of Transportation (MDOT), the Federal Highway Administration (FHWA), and local partners.

The five major program elements provide a framework for WATS and The Ride Planning activities. The Federal Highway Administration sets Planning Emphasis Areas to provide added focus on particular elements for planning agencies. A description of those emphasis areas is included below. These emphasis areas provide specific tasks as well as guidance on implementing the Unified Planning Work Program and were provided by the Michigan Division of the Federal Highway Administration.

Emphasis Areas

For the Washtenaw County Fiscal Year (FY) 2024 Unified Planning Work Program Development, the Federal Highway Administration and Michigan Department of Transportation provided emphasis areas for regional transportation planning agencies to focus on in FY 2024 and beyond. If not explicitly stated in individual work tasks, both the federal and state emphasis areas listed below will shape the planning work of WATS, The Ride and other partners.

Federal Emphasis Areas

Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future

Federal Highway Administration divisions and Federal Transit Administration (FTA) regional offices should work with State departments of transportation (State DOT), metropolitan planning organizations (MPO), and providers of public transportation to ensure that our transportation plans and infrastructure investments help achieve the national greenhouse gas reduction goals of 50-52 percent below 2005 levels by 2030, net-zero emissions by 2050, and increase resilience to extreme weather events and other disasters resulting from the increasing effects of climate change. Field offices should encourage State DOTs and MPOs to use the transportation planning process to accelerate the transition toward electric and other alternative fueled vehicles, plan for a sustainable infrastructure system that works for all users, and undertake actions to prepare for and adapt to the impacts of climate change. Appropriate Unified Planning Work Program work tasks could include identifying the barriers to and opportunities for deployment of fueling and charging infrastructure; evaluating opportunities to reduce greenhouse gas emissions by reducing single-occupancy vehicle trips and increasing access to public

transportation, shift to lower emission modes of transportation; and identifying transportation system vulnerabilities to climate change impacts and evaluating potential solutions. We encourage you to visit FHWA's Sustainable Transportation or FTA's Transit and Sustainability webpages for more information.

[See Executive Order (EO) 14008 on "Tackling the Climate Crisis at Home and Abroad," EO 13990 on "Protecting Public Health and the Environment and Restoring Science to Tackle the Climate Crisis." EO 14030 on "Climate-Related Financial Risk," See also FHWA Order 5520 "Transportation System Preparedness and Resilience to Extreme Weather Events," FTA's "Hazard Mitigation Cost Effectiveness Tool," FTA's "Emergency Relief Manual," and "TCRP Document 70: Improving the Resilience of Transit Systems Threatened by Natural Disasters"]

Equity and Justice⁴⁰ in Transportation Planning

FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of public transportation to advance racial equity and support for underserved and disadvantaged communities. This will help ensure public involvement in the planning process and that plans and strategies reflect various perspectives, concerns, and priorities from impacted areas. We encourage the use of strategies that: (1) improve infrastructure for non-motorized travel, public transportation access, and increased public transportation service in underserved communities; (2) plan for the safety of all road users, particularly those on arterials, through infrastructure improvements and advanced speed management; (3) reduce single-occupancy vehicle travel and associated air pollution in communities near high-volume corridors; (4) offer reduced public transportation fares as appropriate; (5) target demand-response service towards communities with higher concentrations of older adults and those with poor access to essential services; and (6) consider equitable and sustainable practices while developing transit-oriented development including affordable housing strategies and consideration of environmental justice populations.

Executive Order 13985 (Advancing Racial Equity and Support for Underserved Communities) defines the term "equity" as the consistent and systematic fair, just, and impartial treatment of all individuals, including individuals who belong to underserved communities that have been denied such treatment, such as Black, Latino, and Indigenous and Native American persons, Asian Americans and Pacific Islanders and other persons of color; members of religious minorities; lesbian, gay, bisexual, transgender, and queer (LGBTQ+) persons; persons with disabilities; persons who live in rural areas; and persons otherwise adversely affected by persistent poverty or inequality. The term "underserved communities" refers to populations sharing a particular characteristic, as well as geographic communities, that have been systematically denied a full opportunity to participate in aspects of economic, social, and civic life, as exemplified by the list in the preceding definition of "equity." In addition, Executive Order 14008 and M-21-28 provides a whole-of-government approach to advancing environmental justice by stating that 40 percent of Federal investments flow to disadvantaged communities. FHWA Division and FTA regional offices should work with State DOTs, MPOs, and providers of

public transportation to review current and new metropolitan transportation plans to advance Federal investments to disadvantaged communities.

To accomplish both initiatives, our joint planning processes should support State and MPO goals for economic opportunity in disadvantaged communities that have been historically marginalized and overburdened by pollution and underinvestment in housing, transportation, water and wastewater infrastructure, recreation, and health care.

Complete Streets

FHWA Division and FTA regional offices should work with State DOTs, MPOs and providers of public transportation to review current policies, rules, and procedures to determine their impact on safety for all road users. This effort should work to include provisions for safety in future transportation infrastructure, particularly those that exclude automobiles.

A complete street is safe, and feels safe, for everyone using the street. FHWA and FTA help Federal aid recipients plan, develop, and operate streets and networks that prioritize safety, comfort, and access to destinations for people who use the street network, including pedestrians, bicyclists, transit riders, micro-mobility users, freight delivery services, and motorists. The goal is to provide an equitable and safe transportation network for travelers of all ages and abilities, including those from marginalized communities facing historic disinvestment. This vision is not achieved through a one-size-fits-all solution – each complete street is unique and developed to best serve its community context and its primary role in the network.

Per the National Highway Traffic Safety Administration's 2019 data, 62 percent of the motor vehicle crashes that resulted in pedestrian fatalities took place on arterials. Arterials tend to be designed for vehicle movement rather than mobility for non-motorized users and often lack convenient and safe crossing opportunities. They can function as barriers to a safe travel network for road users outside of vehicles.

To be considered complete, these roads should include safe pedestrian facilities, safe transit stops (if present), and safe crossing opportunities on an interval necessary for accessing destinations. A safe and complete network for bicycles can also be achieved through a safe and comfortable bicycle facility located on the roadway, adjacent to the road, or on a nearby parallel corridor. Jurisdictions will be encouraged to prioritize safety improvements and speed management on arterials that are essential to creating complete travel networks for those without access to single-occupancy vehicles.

Public Involvement

Early, effective, and continuous public involvement brings diverse viewpoints into the decision making process. FHWA Division and FTA regional offices should encourage MPOs, State DOTs, and providers of public transportation to increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public

participation by individuals without access to computers and mobile devices. The use of VPI broadens the reach of information to the public and makes participation more convenient and affordable to greater numbers of people. Virtual tools provide increased transparency and access to transportation planning activities and decision making processes. Many virtual tools also provide information in visual and interactive formats that enhance public and stakeholder understanding of proposed plans, programs, and projects. Increasing participation earlier in the process can reduce project delays and lower staff time and costs.

Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination

FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for the Strategic Highway Network (STRAHNET) routes and other public roads that connect to DOD facilities. According to the Declaration of Policy in 23 U.S.C. 101(b)(1), it is in the national interest to accelerate construction of the Federal-aid highway system, including the Dwight D. Eisenhower National System of Interstate and Defense Highways, because many of the highways (or portions of the highways) are inadequate to meet the needs of national and civil defense. The DOD's facilities include military bases, ports, and depots. The road networks that provide access and connections to these facilities are essential to national security. The 64,200-mile STRAHNET system consists of public highways that provide access, continuity, and emergency transportation of personnel and equipment in times of peace and war. It includes the entire 48,482 miles of the Dwight D. Eisenhower National System of Interstate and Defense Highways and 14,000 miles of other non-Interstate public highways on the National Highway System. The STRAHNET also contains approximately 1,800 miles of connector routes linking more than 200 military installations and ports to the primary highway system. The DOD's facilities are also often major employers in a region, generating substantial volumes of commuter and freight traffic on the transportation network and around entry points to the military facilities. Stakeholders are encouraged to review the STRAHNET maps and recent Power Project Platform (PPP) studies. These can be a useful resource in the State and MPO areas covered by these route analyses.

Federal Land Management Agency (FLMA) Coordination

FHWA Division and FTA regional offices should encourage MPOs and State DOTs to coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands. Through joint coordination, the State DOTs, MPOs, Tribal Governments, FLMAs, and local agencies should focus on integration of their transportation planning activities and develop cross-cutting State and MPO long range transportation plans, programs, and corridor studies, as well as the Office of Federal Lands Highway's developed transportation plans and programs. Agencies should explore opportunities to leverage transportation funding to support access and transportation needs of FLMAs before transportation projects are programmed in the Transportation Improvement Program (TIP) and

Statewide Transportation Improvement Program (STIP). Each State must consider the concerns of FLMAs that have jurisdiction over land within the boundaries of the State (23 CFR 450.208(a)(3)). MPOs must appropriately involve FLMAs in the development of the metropolitan transportation plan and the TIP (23 CFR 450.316(d)). Additionally, the Tribal Transportation Program, Federal Lands Transportation Program, and the Federal Lands Access Program TIPs must be included in the STIP, directly or by reference, after FHWA approval in accordance with 23 U.S.C. 201(c) (23 CFR 450.218(e)).

Planning and Environment Linkages (PEL)

FHWA Division and FTA regional offices should encourage State DOTs, MPOs and Public Transportation Agencies to implement PEL as part of the transportation 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.

Data in Transportation Planning

To address the emerging topic areas of data sharing, needs, and analytics, FHWA Division and FTA regional offices should encourage State DOTs, MPOs, and providers of public transportation to incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs. Data sharing principles and data management can be used for a variety of issues, such as freight, bike and pedestrian planning, equity analyses, managing curb space, performance management, travel time reliability, connected and autonomous vehicles, mobility services, and safety. Developing and advancing data sharing principles allows for efficient use of resources and improved policy and decision making at the State, MPO, regional, and local levels for all parties.

State Emphasis Areas

MDOT's MPO Planning Emphasis Areas for FY 2024/2025

1. Maintenance of the new FY2023-2026 TIP
 - Performance-based planning utilized in project selection
 - Correct Utilization of GPAs
 - Ensure that the public notification for TIP amendments aligns with the MPO's Public Participation Plan
2. Continued involvement and feedback in JobNet application enhancements.
3. Continue to ensure transit projects are accurately shown in the TIP and fiscally constrained, through coordination with local transit agencies and MDOT Office of Passenger Transportation.
4. Clear identification in the UWP of the utilization of a minimum of 2.5% of PL funds and any 5303 funds to be utilized on any specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities (Complete Streets)
 - 2.5% PL funding needs to be its own task in UWP
 - Any 5303 funds need to be a separate contract
5. As needed, continue to review, evaluate, and update public participation plan (PPP) including consideration of virtual options for public participation.
6. Ensure compliance with Transportation Performance Measures (TPM) requirements, including working with MDOT on data needed to identify how the MPO is working to meet the adopted targets within the MPO planning area.
7. Enhanced Long Range Plan Coordination between MDOT and MPOs
 - Increased coordination and collaboration between MTPs and the SLRTP.
 - Discussion of the next series of MTPs and travel demand models being adopted in the next few years. Several MPOs have MTPs that will need to be adopted between November 2026 and June 2028.
 - SUTA would like to work with MPOs during the FY2024 program to review, approve base year socio-economic data for the models, review in road/transit network updates, etc. and have all these attributes ready for CY2025, when many of these models will begin development.
8. Continue to focus on partnerships utilizing a continuing, cooperative, and comprehensive (3C) approach to transportation planning.
9. Participate in MDOT's TAP TMA Lean Process Improvement (LPI) and facilitate outreach and implementation of the updated process for project selection and programming.

Expanding upon the emphasis areas listed above, additional work tasks for FY 2025 are included below. These tasks are designed to provide guidance on major activities while allowing flexibility based on changing local and regional needs, requirements or unforeseen circumstances. The objectives of each task are included, with a description of the method used to conduct the task, the overall impact of the task, and the proposed products. In addition, work tasks provide the estimated person weeks needed for staff and the estimated budget and funding distribution. A summary of the budget is included at the end of the document.

SUMMARY OF PAST YEAR ACCOMPLISHMENTS

During FY 2023, the Washtenaw Area Transportation Study and Ann Arbor Area Transportation Authority (AAATA) accomplished major activities including:

PLAN MONITORING

- Continued analysis of productivity and performance of fixed route services.
- Completed evaluation of FlexRide microtransit expansions and demand response services via internal review.
- Completed monthly, quarterly, and annual reports incorporating data on ridership, on-time performance, vehicles, and service quality.
- Reviewed bus stop locations for potential changes and accessibility improvements based on ridership and customer requests.
- Ongoing data and information reporting methodologies.
- Worked with internal and external stakeholders to ensure collection and consideration of feedback on service plans and changes.
- Continued collection and analysis of non-motorized count data from mobile and permanent counters
- Calculate traffic growth rates upon request to aid in the development and reviewing of developments and traffic studies.
- Coordination of Highway Performance Monitoring System (HPMS) data collection efforts with local agencies and MDOT.
- Worked with internal and external stakeholders to ensure collection and consideration of feedback on service plans and changes.
- Compilation of annual crash report for Washtenaw County

PLAN DEVELOPMENT AND DETAILING

- Contributed to plan development for significant capital project planning including replacement of the Ypsilanti Transit Center, expansion of the Blake Transit Center, redesigning 4th Avenue between William and Liberty Streets to be more pedestrian and transit friendly, construction of a new bus garage facility, and a future Bus Rapid Transit system.
- Participated in plan detailing efforts for fixed-route Motor Coach Operator employment for upcoming 2024 millage expanded service plan.
- Participated in ReImagine Washtenaw, a multi-jurisdictional effort to redevelop Washtenaw Avenue as a transit/pedestrian/multiple land use corridor, and related planning discussions with Washtenaw County and the Washtenaw Area Transportation Study on sidewalk infill and bus stop accessibility.
- Participated in street design and multimodal planning projects with local municipalities.
- Updated service plans for purchase-of-service and purchase-of-fare partner organizations.
- Continued ridership mapping, route/service zone testing, and development of new schedules.
- Communicated with the public, internal staff, and operators on potential service changes.
- Participated in ReImagine Washtenaw, a multi-jurisdictional effort to redevelop Washtenaw Avenue as a transit/pedestrian/multiple land use corridor, and related planning discussions between WATS and Washtenaw County regarding sidewalk infill and bus stop accessibility.
- Participated in street design and multimodal planning projects with local municipalities.

SERVICES

- Participation of external committees, including the Michigan Transportation Planning Association (MTPA).
- Planning for Statewide MTPA conference
- Planning for 3rd phase of Chelsea POP tactical urbanism project.
- Coordination of SEMCOG's Transportation Coordinating Council.
- Participation on State Transportation Asset Management Council (TAMC) and committees
- Provided technical transportation planning expertise to the public and local technical and elected officials.

PLAN IMPLEMENTATION

- Continued planning for public engagement support of 2024 millage expanded service plan implementation, including launch of a new paratransit services contract, late night fixed route/microtransit service adjustments, and fixed route express service in the Washtenaw corridor, and expanded hours fixed-route services.
- Finalized study to work with vendors and interdepartmental teams on purchased transportation services.
- Utilized Remix online software to enhance service planning.
- Continued data preparation and validation to support TransTrack online planning/operational/financial monitoring software deployment.
- Continued to work with the University of Michigan to assist faculty, staff, and students in using AAATA service in coordination with UM transit service development.
- Updated plans to address road construction projects and the related bus stop amenity improvement opportunities and service disruptions on fixed routes.
- Continued monitoring of CAD/AVL (GIS vehicle tracking), APC (passenger tracking), GFI fare systems, and mobile ticketing in partnership with IT staff.
- Provided planning support for Transit Signal Priority with local partners within the Washtenaw Corridor.
- Implementation and maintenance of FY 2023-2026 Transportation Improvement Program (TIP)
- Review and refinement of Environmental Justice and Opportunity Index evaluation
- Secured greater than 100% of target allocation of Surface Transportation Block Grant (STBG-Urban) funds.
- Tracking of remaining obligation authority and target balance and coordinate project timelines to ensure the maximum amount of funds available are realized by local agencies.
- Local coordination of Congestion Mitigation and Air Quality (CMAQ) and Carbon Reduction Program (CRP) Projects.

PROGRAM ADMINISTRATION

- Prepared inputs and analysis for AAATA operating and capital budgets, including multi-year ridership projections.
- Compiled data for annual audits and National Transit Database (NTD) reporting.
- Updated fixed route planning, scheduling, ridership, on-time performance, and fare revenue systems.
- Coordinated with Fleet and Finance Departments on identifying and documenting peak fixed route vehicle requirements.

- Contributed to Title VI program updates and federally required service and fare impact analyses.
- Ongoing administrative requirements during significant staff turnover.
- Collaboration with county and regional partners to ensure the continuing, comprehensive, and cooperative transportation planning process in Washtenaw County and the Region.
- Fulfilled required reporting and documentation for agency operations
- Prepared inputs and analysis for AAATA operating and capital budgets, including multi-year ridership projections.
- Compiled data for annual audits and National Transit Database (NTD) reporting.
- Updated fixed route planning, scheduling, ridership, on-time performance, and fare revenue systems.
- Coordinated with Fleet and Finance Departments on identifying and documenting peak fixed route vehicle requirements.
- Contributed to Title VI program updates and federally required service and fare impact analyses.

PLAN MONITORING

1.1 WATS DATA RESEARCH, COLLECTION AND ANALYSIS

Purpose:

This task maintains, collects for and expands upon data on Washtenaw County's transportation system, land use, demographic, and other characteristics. Data collected contributes to local, regional and national planning and implementation activities. This task provides a historical basis for comparative analysis of the transportation system with past years, and identifies needed adjustments to the implementation of Metropolitan Transportation Plan projects and the selection of projects for federal funding. This task also provides some of the necessary inputs to travel demand models, the WATS data dashboard, and the performance management process. This task also provides for collection of non-motorized counts data, HPMS data, crash data and asset management data. This also provides for participation on the Michigan Transportation Asset Management Council (TAMC) and related activities. As resiliency, climate change and greenhouse gas continue to shape our policy, this task provides for the collection and analysis of any such data.

This work task provides plan reviews in accordance with P.A. 168 of 1959, which provides for plan reviews by adjacent communities. Regional transportation planning agencies play a significant role in this process as outlined in the task assignments below. This task also provides for the continued research and understanding of regional, state and national planning initiatives. This work task improves and coordinates the local planning processes through early and comprehensive reviews of not only adjoining communities but also by the transportation planning and implementing agencies. This task links land use development and the transportation impacts associated with the land use decisions. This task provides for a review of the regional and statewide initiatives, documents, and processes. This task will also provide for reviewing changes put into place by the Infrastructure Investment and Jobs Act (IIJA) and future rulemaking processes. With preparation for the 2050 MTP to begin in earnest in FY 2024, research into implementation of other agencies and best practices will increase and continue through FY 2023.

Note this task and associated budget includes the 2.5% set aside required for complete streets planning.

Method:

In cooperation with local communities, transportation agencies and planning staffs, WATS develops or obtains updated information on demographics, land use, system usage, and all aspects of the transportation system. Examples include but are not limited to population, dwelling units, employment, Master Plans and Zoning Ordinances, and traffic counts and information. WATS analyzes and participates in short and long range planning efforts and evaluates the WATS Long-Range Transportation Plan objectives, assumptions, and recommendations using this data. WATS also works with the AAATA to collect and analyze transit data, such as, service hours, routes; fixed route stop locations, ridership, needs, vehicles, and expenditures from the appropriate public and private agencies. In addition, WATS inventories sidewalk and bikeway facilities and bicycle

crashes and is creating a non-motorized count program which builds on the data already being collected by three permanent counters and two mobile counters. A critical component to major data sets is cooperation with SEMCOG. As WATS continues to work with SEMCOG to define a future for travel demand modeling in Washtenaw County, staff will continue to evaluate alternative data sources, structures, and needs. WATS continues to work with local agencies to transition all traffic counts to a regional traffic count database, which will streamline the HPMS process. WATS will continue to track and update data points related to local, regional and statewide performance measures. This task also includes research related to new planning tools, techniques and best practices related to data collection, management and analysis. Analysis and research will continue into resilience, climate change and related policy and programmatic efforts. Additionally the results and the continuing impacts of the pandemic on economics, land use, growth forecasts and travel patterns will continue to be analyzed. Asset Management tasks, both data collection as well as those that support the strategic vision of the Transportation Asset Management Council are included in this task. This task will provide for ACUB updates and the process to update National Functional Classification map following final ACUB approval.

WATS also routinely looks for ways to enhance staff capacity and skills as well as best practices at other agencies. This task also includes research related to new planning tools, techniques and best practices in the field of Transportation. Additionally, WATS is working to administer the program with specific care to issues of equity. This is a collaborative effort with Washtenaw County and The Ride. WATS will participate in sessions, trainings and webinars to increase knowledge of data, tools, process, and best practices.

1.1 DATA COLLECTION AND ANALYSIS

PRODUCTS:

1. New, expanded and updated data files
2. Updated FHWA data files with field data
3. HPMS count coordination
4. Classification and Non-trunkline Federal Aid Count Coordination
5. Updates to online data sources
6. Management of data sets for the WATS travel demand model
7. Modeled traffic projections as requested
8. Annual Washtenaw County Traffic Crash Report and Crash analysis upon request
9. Discussion, research and inclusion of various safety and security related issues in WATS plans and products
10. Asset Management training, ratings, data processing and PASER ratings on the WATS website
11. Continuously monitored and updated data dashboard
12. Archive record of previous data points and historical data management
13. Monitoring of data trends related to local and state performance measurement and target setting
14. Evaluation of new data sets and tools
15. National Functional Classification (NFC) update process
16. Copies or links of plans reviewed
17. Copies or links to plan comments

- 18. Provision of Asset Management Data, National Functional Classification, and other requested or critical data to local units of government for inclusion in plan updates
- 19. Participation in best practice webinars
- 20. Review and consideration of a wide range of best practice documents and processes
- 21. List of webinars and virtual conferences attended

FY 2025

PERSON/WEEKS:

17

BUDGET:

Personnel	\$40,647
Indirect	<u>\$8,452</u>
	\$49,099

WATS DISTRIBUTION:

Consolidated Planning Grant	\$40,188
Local match	\$8,912
Total	\$49,099

1.2 COMPLETE STREETS PLANNING

Purpose:

This task calls out 2.5% of funding dedicated to complete streets planning as required by federal law. Complete streets planning includes but is not limited to, non-motorized data collection and analysis, multi-modal best practice discussions with regional partners and education on complete streets best practices.

Method:

In cooperation with local agencies WATS will promote complete streets best practices and work with interested communities to consider various options. WATS will review project applications to insure complete street treatments are considered.

PRODUCTS:

1. Review of Complete Streets best practices
2. Review of non-motorized count data
3. Coordination of discussion of updated bicycle/non-motorized map

FY 2025

PERSON/WEEKS:

6

BUDGET:

Personnel	\$14,346
Indirect	<u>\$2,983</u>
	\$17,329

WATS DISTRIBUTION:

Consolidated Planning Grant	\$14,184
Local match	\$3,145
Total	\$17,329

PLAN MONITORING

1.3 AAATA RIDERSHIP AND SERVICE DATA COLLECTION AND COMPILATION

PURPOSE

To collect, organize, and compile data on the directly-operated and subcontracted services of the Ann Arbor Area Transportation Authority. This data and the reports produced will be used for monitoring and evaluating services and operations, developing and analyzing solutions to improve services and operations, and planning for short and long-range service modifications and enhancement.

METHOD

Data will be collected on an ongoing basis on all aspects of AAATA's operations. Operators providing services under contract to AAATA will also provide data on their operations to AAATA. AAATA will organize and compile the data and prepare regular reports for use by management and the AAATA Board of Directors. Monthly and quarterly reports on performance indicators in the areas of ridership, passenger revenue, operating expenses, and transit operations will be prepared. The AAATA Board of Directors has adopted a set of service standards in the areas of service levels, service quality, and service productivity. Quarterly service standard reports will be prepared to examine the performance of AAATA's operations relative to these standards. The data will also be organized and compiled to prepare reports on AAATA operations to submit to the State and Federal Governments. Special reports are also prepared as required.

Surveys will be designed and conducted as needed to determine detailed ridership and trip patterns on fixed route service, and the level of satisfaction, trip purpose, opinions, and demographics of fixed route service users, specialized service users, and the general public. Specialized surveys will also be conducted as needed to provide data necessary for specific decisions. Survey data will be organized and compiled, and reports prepared on ridership, attitudinal characteristics, and demographics for use by AAATA management and Board of Directors.

Analysis of the capabilities of existing information systems will be compared with AAATA requirements in management information, customer information, fare collection, vehicle systems, automatic vehicle location, driver and vehicle scheduling and geographic information systems. AAATA will analyze the need for new and updated hardware and software to fulfill unmet requirements, as well as to maintain and improve existing information systems. AAATA will procure software and develop programs to meet the requirements, develop and upgrade web-based information, and explore the ability to extend customer information to new electronic media.

PRODUCTS

1. Quarterly reports of operating statistics.
2. Annual service report.
3. Annual Federal National Transit Database report.
4. Annual State report.
5. Quarterly State and Federal grant reports.
6. Survey results.
7. Development and maintenance of databases for ridership, on-time performance, service delivery, personnel, operations, and finance.
8. Integration of data including real-time information for presentation on the AAATA website and other electronic media.

PLAN MONITORING:
AAATA RIDERSHIP AND SERVICE DATA COLLECTION AND COMPILATION

	<u>FY 2025</u>
<u>PERSON-WEEKS:</u>	15

<u>BUDGET:</u>	
Personnel	\$29,100
Fringes	<u>\$2,200</u>
Total	\$31,300

<u>AGENCY DISTRIBUTION:</u>	
Federal	
5303	\$12,583
AAATA	<u>\$18,717</u>
Total	\$31,300

PLAN DEVELOPMENT

2.1 WATS TRANSPORTATION PLANS DEVELOPMENT AND REFINEMENT

OBJECTIVES:

This Work Task allows for the development, monitoring and update of WATS Transportation Plans. This Work Task promotes the use of the WATS long-range transportation planning process and the Metropolitan Transportation Plan in the development of transportation improvement and maintenance programs and projects. This task will focus on ongoing maintenance of the 2050 LRP. Significant support will be necessary for ongoing transit planning efforts including TheRide's Master Plan, Regional transit efforts, and transit service in rural and small urban portions of the county.

METHOD:

A long range, financially constrained, transportation plan allows for efficient prioritization of necessary projects throughout Washtenaw County, regardless of jurisdiction. This work task includes the necessary public meetings and staff effort to manage plan amendments including adjusting required fiscal constraint, continued public involvement, engagement and education, and any necessary updates to environmental justice or environmental mitigation analyses. This task also provides for staff research and practice incorporating planning tools and strategies to support the US DOT ladders of opportunity and other equity initiatives. Additionally, will provide significant support to local and regional transit planning efforts. Staff will continue performance based planning efforts as they relate to targets from the 2050 MTP. WATS will partner with SEMCOG to incorporate and help implement the findings of regional documents such as the Access to Core Services and other regional and state plans.

PRODUCTS:

1. Documents related to the implementation of the 2050 Long Range Plan including working papers and related data files
2. Updated Transportation Revenues and fiscal constraint demonstration as needed
3. Updates and changes to planned improvement maps and project information
4. Updated Plan related items on the WATS Website
5. Enhanced consultation with partners and stakeholders
6. Metropolitan Transportation Plan Amendments
7. Metropolitan Transportation Plan Environmental Justice Analysis and Equity Analysis
8. Metropolitan Transportation Plan Environmental Mitigation Analysis as coordinated with SEMCOG
9. Participation and data provision necessary to feed the National Environmental Policy Act (NEPA) process.

10. Review and update as necessary other planning documents

2.1 TRANSPORTATION PLAN DEVELOPMENT AND REFINEMENT (CONTINUED)

FY 2025

PERSON/WEEKS:

12

BUDGET:

Personnel	\$28,692
Indirect	<u>\$5,966</u>
	\$34,658

WATS DISTRIBUTION:

Consolidated Planning Grant	\$28,368
Local match	\$6,290
Total	\$34,658

2.2 WATS TRANSPORTATION DATA TOOLS AND SEMCOG COLLABORATION

Purpose:

Transportation analysis tools and the data behind them is critical for efficient transportation planning. The Washtenaw Area Transportation Study is moving to use SEMCOG's Travel Demand model to help analyze impacts on the supply and demand side of transportation, however, many other tools are critical in analyzing the changing transportation system. This marks a departure from a separately calibrated, redundant countywide model. This task provides for further collaboration with SEMCOG to evaluate and purchase new tools across the multiple facets of transportation planning including but not limited to travel demand, safety, resiliency and equity.

METHOD:

This Work Task allows for the purchase, maintenance, management and continued improvement of data sources and tools to aid in the analysis of the transportation system. It supports the model network maintenance and development for the future. The future of local travel demand modeling will require increased coordination with SEMCOG to ensure the inputs and outputs of travel forecasting and other data tools are aligned between the two agencies. Even with a unified model, WATS will be able to perform independent runs and operate the model internally. It allows continued refinement of the travel demand modeling process, and other analysis tools used for the long-range transportation plan periodic update for Washtenaw County and for local/regional impact analysis. This task also allows for additional modeling work necessary to fulfill public and local agency requests. WATS will work with SEMCOG, MDOT and other partners to determine needed data sets and coordinate timelines. Local modeling and other data analysis capabilities are critical to future long range planning and scenario planning efforts and the analysis of the regional transportation system. These essential capabilities contribute to the success of Intelligent Transportation Systems (ITS), travel demand projections, safety analysis, project selection and responsive site impact analyses, general economic and land development analysis for communities in Washtenaw County.

Note that direct costs to SEMCOG for their staff time and any funding towards a transportation messaging campaign with a focus on safety are provided separately.

PRODUCTS:

1. Working papers and data files
2. Computer files of model attributes
3. Updated highway networks as needed or requested
4. Updated transit networks as needed or requested
5. Updated model resource code as needed
6. Additional model runs as requested
7. Participation in regional discussions on direction and needs for updating the WATS model
8. Evaluation of additional tools including those for travel demand, safety, resiliency and equity
9. Scoping of model improvements and refinements with SEMCOG
10. Review of state of the modeling practice and best practices
11. Data purchases and coordination with SEMCOG if necessary.

2.2 WATS TRANSPORTATION DATA TOOLS AND SEMCOG COLLABORATION

FY 2025

PERSON/WEEKS:

15

BUDGET:

Personnel	\$35,865
Indirect	<u>\$7,458</u>
Direct (SEMCOG)	<u>67,000</u>
	(WATS Total) \$43,323

WATS DISTRIBUTION:

Consolidated Planning Grant	\$35,460
Local match	\$7,863
SEMCOG Local Match	\$14,857
Total	(WATS Total) \$43,323

2.3 PERFORMANCE MEASURES, PERFORMANCE BASED PLANNING

OBJECTIVE:

This Work Task continues the development and refinement of performance measurement as WATS implements its performance-based planning process. This task also collects, updates and maintains data related to the goals and objectives of WATS planning documents for implementation of dashboard style metrics on the WATS website. These analyses and visualizations will focus on performance measures to gauge the success of planning efforts. This will allow staff to refine performance measures. This work task may also evaluate performance measures in a series of topic papers which will frame policy and planning issues by analyzing measures both individually and as logical groups. The ultimate goal of better tying WATS products and prioritization to their influence on Long Range Plan goals. This task also helps ensure transportation planning and implementation efforts are geared towards enhancing livability and promoting equity. This task also collects data which will be used towards measurement against national performance goals including those related to safety, infrastructure, congestion, system reliability, freight movement and economic vitality, environmental sustainability and project streamlining.

METHOD:

WATS will use information collected for the data dashboard and other data sets to monitor progress towards adopted targets as well as to measure trends for measures that do not have specific targets set. Topic papers, if necessary, which frame issues in a logical way will be developed and distributed. This will also involve creative visualizations of information. WATS will coordinate with SEMCOG, MDOT and other MPO partners to establish targets in accordance with both the Bipartisan Infrastructure Law (BIL) as well as local performance measures. Pandemic related information, when available, will also be referenced and considered as part of planning related products.

PRODUCTS:

1. Topic papers/memos framing planning and policy issues
2. Management and update of the performance measurement section of the WATS website
3. Involvement in national and state discussions of performance-based planning
4. Maintaining 2050 LRP Measures

2.3 PERFORMANCE MEASURES, PERFORMANCE BASED PLANNING (CONTINUED)

FY 2025

PERSON/WEEKS: 7

BUDGET:

Personnel	\$16,737
Indirect	<u>\$3,480</u>
	\$20,217

WATS DISTRIBUTION:

Consolidated Planning Grant	\$16,548
Local match	\$3,669
Total	\$20,217

2.4 CHELSEA AREA TRANSPORTATION STUDY

OBJECTIVE:

The City of Chelsea and neighboring jurisdictions will engage in a regional transportation study to understand the current and future motorized and non-motorized transportation infrastructure needs of the area. The study will be a collaborative effort designed to understand the existing and future transportation needs of the region. The study should be based on the communities' goals and long-term land use plans. The results of this study will help inform decision makers in local municipalities and agencies with jurisdiction over transportation facilities. The study should provide strategies and direction focused on planning for future growth and prioritizing resources needed for maintaining existing or developing new transportation infrastructure.

METHOD:

WATS, in coordination with the City of Chelsea and other interested regional stakeholders will develop an RFP for consultant service to perform the work outlined in this task. WATS, in coordination with the City of Chelsea and other stakeholders will serve as a steering committee during plan development.

BUDGET:

WATS BUDGET DISTRIBUTION:

Consolidated Planning Grant	\$67,000
Local match	\$14,857
Total	\$81,857

2.5 AAATA STRATEGIC SERVICE PLAN

PURPOSE

To monitor TheRide’s 2045 Long-Range Plan implementation, update AAATA capital programs, and review and update AAATA service standards and guidelines.

METHOD

AAATA completed its long-range plan “TheRide 2045” in 2022. AAATA will continue working with all internal and external stakeholders and the public to monitor the progress of the plan’s implementation and make updates to the capital program and timelines as new information becomes available. Separately, AAATA service standards/guidelines will be reviewed and updated based on the agency’s long-term vision, community expectations, existing service analysis, and industry best practices.

PRODUCTS

1. TheRide 2045 Long-Range Plan monitoring reports.
2. Updated capital plans.
3. Updated service standards and guidelines.

PLAN DEVELOPMENT AND DETAILING: AAATA STRATEGIC SERVICE PLAN

	<u>FY 2025</u>
<u>PERSON-WEEKS:</u>	5

<u>BUDGET:</u>	
Personnel	\$9,700
Fringes	<u>\$700</u>
Total	\$10,400

<u>AGENCY DISTRIBUTION:</u>	
Federal	
5303	\$1,000
AAATA	<u>\$9,400</u>
Total	\$10,400

2.6 AAATA TRANSPORTATION PROGRAM DEVELOPMENT AND DETAILING

PURPOSE

Working within the framework outlined by AAATA's "TheRide 2045" Strategic Service Plan, conduct the planning and analysis necessary to develop medium- and longer-range plans which provide the basis for the development of capital, planning, and operating program development. Coordinate development of AAATA's transportation plans with other units of government, and public and private agencies. Examine the potential for service coordination, expansion, and privatization and develop alternative financing techniques. Involve and inform the public of medium and long-range plans in coordination with other planning entities. This program element will result in the further development of medium and longer-range plans by the AAATA which are coordinated with the efforts of other organizations and which provide for service consistent with the needs of the area within the resources available to AAATA in compliance with federal and state regulations.

METHOD

Perform analyses to examine current financial trends and service characteristics and develop future operating funding requirements, requirements for capital purchases, and future planning work necessary to maintain the financial integrity and service quality of the AAATA. Develop current and future service costs to monitor cost-effectiveness and provide analysis of service alternatives. Coordinate AAATA's efforts with governmental bodies, planning organizations, civic and business groups, organizations representing seniors, persons with disabilities, and public and private transportation providers. AAATA will work with local agencies to increase the regional coordination of transportation services for persons with disabilities and seniors. Develop solicitations for service operations as required, prepare contract documents, monitor services and contract compliance, and maintain liaison with private operators. AAATA will develop plans as required to comply with Federal and State regulations such as the Americans with Disabilities Act, Clean Air Act, Title VI, DBE, privatization, and drug testing. Updated plans will be developed and submitted as warranted and compliance monitored.

In coordination with WATS, this program will include projects to explore, evaluate, develop, pilot, and implement the future of public transportation options to improve overall mobility of our community. AAATA will review innovative technologies, approaches, tools, and best practices related to mobility, identify opportunities to apply these new forms of transportation, explore and develop smart partnerships and alternatives to traditional bus network systems that complement and better serve different aspects of our community's travel. Additional joint regional efforts will include alternative service design and delivery, intermodal connections, first- and last-mile solutions, technological industry advancements, and partnership with other transportation service providers and technology firms.

This program will also include a bus stop accessibility plan to improve overall access to AAATA's fixed-route network including connections to other transportation modes. A bus stop inventory is to be updated and maintained to document the status of all existing bus stops and passenger amenities. Bus stop standards and guidelines are to be reviewed and updated to ensure compliance to the regulatory requirements with consideration of best practices. A gap analysis will be conducted against updated stop standards to identify areas for improvement related to accessibility. The final plan would also include technology recommendations and cost estimates. In addition, AAATA will

identify locations adjacent to transit stops where gaps in sidewalk infrastructure inhibit or prevent easy access to and use of public transportation.

Finally, this program will include an ongoing analysis of park and ride services in the greater Ann Arbor area and develop plans to address those needs. Key tasks of this project would include a review of existing park and ride services provided by the AAATA, an analysis of existing and projected demographic information and travel patterns in the region, an assessment to identify gaps and needs for park and ride services, and a detailed plan to address such needs. The plan would identify locations, required facilities and services, as well as associated costs for the recommended plan.

PRODUCTS

1. 3- to 5-year service plans.
2. Bus stop accessibility review and planning.
3. Sidewalk to transit access gap infill planning in coordination with WATS.
4. Park and Ride service review.
5. Mobility innovation and integration.
6. Long-range capital and operating forecasts for Regional Transportation Plan input.
7. Unified Planning Work Program (UPWP).
8. Transportation Improvement Program (TIP).
9. Coordinated public transportation plans with other regional agencies.
10. Operating agreements with local units of government.
11. Analysis of potential for service coordination/expansion/privatization.
12. Solicitations and contracts for service operated by private companies.

**PLAN DEVELOPMENT AND DETAILING:
AAATA TRANSPORTATION PROGRAM DEVELOPMENT AND DETAILING**

	<u>FY 2025</u>
<u>PERSON-WEEKS:</u>	10

<u>BUDGET:</u>	
Personnel	\$19,400
Fringes	<u>\$1,500</u>
Total	\$20,900

<u>AGENCY DISTRIBUTION:</u>	
Federal	
5303	\$2,000
AAATA	<u>\$18,900</u>
Total	\$20,900

2.7 AAATA DETAILED SHORT-TERM SERVICE PLAN

PURPOSE

To use a clearly defined set of service standards to provide the framework for a detailed analysis of current service delivery, structure, and performance as community needs and expectations for service evolve. Resources available to AAATA change over time, driving the need to optimize the system efficiency, while maintaining or improving the quality of AAATA services.

Using medium-ranged, 5-year service plans as a framework, analyses will be performed using service performance data and feedback from service users and other internal/external stakeholders to develop an annual service plan including detailed service recommendations and associated resource requirements. Service standards will be used to balance the social benefits and equity of service characteristics such as geographic coverage, demographic opportunities, and length-of-travel-time against environmental effects, and financial constraints.

METHOD

AAATA will use ridership and other service performance data to complete detailed analyses of existing services. AAATA will review best practices for use in updates of service standards and other criteria used for evaluation of service operations. AAATA will perform such analyses to review compliance with service standards, to respond to changing operating, financial, and organizational conditions, and to address concerns expressed by internal and external stakeholders. AAATA will develop service alternatives based on this analysis and solicit feedback from internal and external stakeholders as necessary using channels such as public hearings, meetings, and online/printed communications to help in the evaluation of alternatives. AAATA will evaluate and organize service alternatives into a one- to two-year service plan which outlines priorities for implementation and perform internal planning work necessary to implement service changes including development and analysis of operator and vehicle scheduling. AAATA will create informational materials for both staff and the public such as brochures, schedules, timetables, and information displays.

PRODUCTS

1. 1- to 2-year service plans.
2. Detailed analysis of existing services.
3. Detailed service recommendations.
4. Estimates of vehicle requirements, service hours, and operating expenses.
5. Vehicle scheduling and operator work assignments.
6. Communications materials.
7. Public and stakeholder engagement sessions.

**PLAN DEVELOPMENT AND DETAILING:
AAATA DETAILED SHORT-TERM SERVICE PLAN**

	<u>FY 2025</u>
<u>PERSON-WEEKS:</u>	20

<u>BUDGET:</u>	
Personnel	\$47,730
Fringes	<u>\$3,701</u>
Total	\$51,431

<u>AGENCY DISTRIBUTION:</u>	
Federal	
WATS PL 112	\$31,731
5303	\$5,000
AAATA	<u>\$14,700</u>
Total	\$51,431

PLANNING SERVICES

3.1 WATS PARTICIPATION AND COLLABORATION

OBJECTIVES:

This task includes WATS' participation in other federal, state, regional, or local transportation studies, activities, and initiatives not incorporated directly in the Unified Work Program. This work task ensures that local studies and initiatives consider a regional transportation perspective. This task ensures that transportation planning in Washtenaw County is regional and coordinated. In addition to providing technical planning assistance, WATS staff gain insight through participation in special studies, committees, conferences, and board and commission meetings. This task also seeks to educate the public on the transportation system, its use, and how to stay involved in the planning process. Additionally, this task provides for assistance to local communities interested in deploying innovative techniques toward transportation and livability such as tactical urbanism. This task will also emphasize participation with planning and environmental linkages (PEL) processes and the NEPA process.

METHOD:

Staff participates in committees, conferences, studies, and meetings that relate to transportation and land use or sustainable practices. Examples include: SEMCOG's Transportation Coordinating Council, SEMCOG's TIP Development Committee, the Michigan Transportation Planning Association, Michigan Transportation Technical Committee, Washtenaw County Greenways Advisory Committee, etc. This also includes newly formed committees or groups based on changing regulations and priorities such as SEMCOG's Access to Core Services effort. Staff also informs member agencies of training available to their staff as well as the Committee Members.

PRODUCTS:

1. Monthly summary of activities included in WATS' progress reports
2. Reporting of meetings and external participation.
3. Important legislation and upcoming meetings for both Technical and Policy Committees as needed
4. Written comments on other studies as appropriate
5. Preparation and distribution of various maps, program guidelines and other transportation or land use materials for outside groups or agencies
6. Support and planning for innovative solutions including tactical urbanism
7. Public presentations as requested
8. Record of participation in internal and external meetings related to general and special interest planning
9. PEL study and process involvement and meeting attendance

3.1 WATS PARTICIPATION AND COLLABORATION (CONTINUED)

FY 2025

PERSON/WEEKS: 27

BUDGET:

Personnel	\$64,557
Indirect	\$13,424
	\$77,981

WATS DISTRIBUTION:

Consolidated Planning Grant	\$63,827
Local match	\$14,154
Total	\$77,981

3.2 WATS EDUCATION, PUBLICATIONS, AND ELECTRONIC COMMUNICATIONS

Purpose:

This work task provides information and public comment opportunities on WATS transportation activities to interested citizens, elected officials, other transportation planning agencies, local agencies, communities, and interest groups. WATS will focus on producing education tools for a variety of audiences based on transportation plans, locally defined needs, and explaining issues related to local, state and federal regulations. The focus on education will improve the communication and cooperation between local citizens, elected officials, and local agencies relating to transportation issues.

METHOD:

This task includes the publication of WATS reports such as Funding Transportation in Washtenaw County, newsletters/blog posts, educational brochures and the development and update of the WATS' website. Newsletters and blog posts contain current information on transportation projects, studies, and transportation and land use activities nationally and of WATS and its member agencies. The WATS Website is a focus area for information dissemination about WATS, meetings, transportation data, previous plans and products, current and previous unified planning work programs as well as an information request function. WATS manages the website, weblog and social media in house. WATS uses electronic communications and social media to educate the public, disseminate information and request feedback as well as provide links and information to transportation related news. WATS will also utilize new visualization programs to help facilitate this task. Additionally WATS will participate with SEMCOG as they develop and implement transportation information campaigns with a focus on safety.

PRODUCTS:

1. Online news articles and website postings
2. Transportation information and educational brochures/electronic media
3. Maintain and update educational brochures Website, weblog, twitter and Facebook updates
4. Update of Public Participation Plan as needed
5. General marketing
6. General public involvement
7. Enhanced and expanded SEMCOG messaging campaign for safety and other transportation issues (PL provided from WATS to SEMCOG, budget called out separately)

3.2 WATS EDUCATION PUBLICATIONS AND ELECTRONIC COMMUNICATIONS (CONTINUED)

FY 2025

PERSON/WEEKS:

27

BUDGET:

Personnel	\$64,557
Indirect	\$13,424
	\$77,981

WATS DISTRIBUTION:

Consolidated Planning Grant	\$63,827
Local match	\$14,154
Total	\$77,981

PLAN IMPLEMENTATION

4.1 WATS TRANSPORTATION IMPROVEMENT PROGRAM AND FEDERAL FUND MANAGEMENT

OBJECTIVES:

This task prepares, amends, and documents a four-year Transportation Improvement Program (TIP) aiding in the orderly implementation of the WATS Metropolitan Transportation Plan in conformance with applicable rules and regulations from the Bipartisan Infrastructure Law (BIL). The TIP includes documentation ensuring compliance with federal, state, and regional requirements regarding fiscal constraint, the planning process as well as Title VI compliance, Environmental Justice Analysis and other analysis as required. This task will focus on the continued development and maintenance of the WATS TIP and its interface with other documents, goals, and processes. This task also develops and manages federal funds including the Surface Transportation Urban, Small Urban, and Rural Programs as well as Transportation Economic Development Funds Category D (TEDF-D) program in Washtenaw County. This task periodically reviews and updates the WATS Federal Funding Policies. The long-range plans and management systems are consistent with the intent of MAP-21 and the FAST Act and the Bipartisan Infrastructure Law. This work task provides assistance to local agencies and units of government in completing planning studies and implementing projects and programs which relate to transportation issues in Washtenaw County. This assistance includes researching funding options, assisting with and processing funding applications, providing supportive data and analysis, serving on planning and project advisory committees, or managing contracts. This Project Assistance Work Task allows WATS staff, the Technical, and the Policy Committees to respond in an appropriate amount of time to local concerns and transportation analysis needs. Significant work will go into the updating and implementation of the FY 2026-2029 TIP. With the passage of the Bipartisan Infrastructure Law (BIL), this task will include the planning and programming of new funding sources and programs with an added emphasis on the impacts of climate change and the importance of resiliency in planning. This task will seek to include review and analysis of the Justice 40 initiative and both the quantitative and qualitative impacts of transportation investment and policy.

METHOD:

In cooperation with local implementing agencies, WATS develops a comprehensive TIP for Washtenaw County that includes transportation projects for all surface transportation modes, including locally funded projects that are regionally significant. The WATS TIP is developed and maintained as consistently with regional partners as possible while maintaining the detail requested by the WATS Policy Committee as they influence transportation's effects on the County. The WATS TIP is incorporated into SEMCOG's Regional TIP and the State TIP. WATS also processes any necessary amendments or administrative changes to the adopted TIP throughout the fiscal year.

WATS maps and analyzes the TIP and any amendments for compliance with Title VI and Environmental Justice requirements using GIS and the public involvement process. WATS also reviews project's impact on areas of low and very low opportunity based on the County's Opportunity Index. WATS posts notices of the development of the TIP and TIP amendments on the WATS website for the

30-day public comment period. Additional opportunities for public involvement are created based on the WATS Public Participation Plan. In compliance with MAP-21 and FAST-Act, WATS produces and posts lists of obligated projects at the end of the calendar year. With an increased focus on equity in Washtenaw County, WATS will work with local partners to evaluate the impacts of programmed projects through an equity lens.

WATS staff monitors potential funding sources, informs, and assists local agencies and member units of government in obtaining transportation funds for eligible transportation activities. In addition, WATS provides other assistance or coordination deemed appropriate by the WATS Policy Committee. This includes serving as project manager and providing partial funding for specific transportation studies throughout Washtenaw County. WATS' involvement (project assistance) in previous studies has promoted the coordination and prioritization of multi-modal transportation alternatives and sustainable funding relating to the Metropolitan Transportation Plan.

Staff will work with the local communities and the public to identify and coordinate opportunities to implement the WATS Long Range Plan, visionary plans and other planning documents. WATS will also coordinate discussions with local communities, the Ann Arbor Area Transportation Authority, and other transit service providers. WATS will meet with local communities as needed to coordinate local plans and policies related to both land use and transportation. Of special consideration throughout all Implementation activities are considerations for people with disabilities, rural and paratransit service, and towards a goal of equity. Staff will continue to support local planning efforts underway in the county. Some of these studies include the AAATA (THE RIDE) Master Plan, AAATA (THE RIDE) route analysis, the ReImagine Washtenaw effort. WATS will also assist with MDOT led studies initiated in Washtenaw County or at the State level.

PRODUCTS:

1. Maintain Washtenaw County TIP with subsequent amendments or administrative modifications as necessary
2. Continued refinement and analysis of FY 2023-2026 TIP
3. Supplemental TIP documentation as necessary
4. Documentation of public involvement and engagement process
5. Environmental Justice and Environmental Mitigation Analysis process review and documentation
6. Equity analysis for low and very low opportunity areas as defined by the Washtenaw County Office of and Community and Economic Development's Opportunity Index
7. Annual Listing of Obligated Funds
8. Participation in regional and state discussions to develop methods to streamline the TIP process
9. Projects entered to regional/state project tracking systems
10. Adopted STP Urban, STP Rural, and TEDFD priority programs including project description
11. Minutes of Federal Aid Committee meetings
12. Memorandums and correspondence
13. Prioritization process for CMAQ
14. Project evaluations using WATS criteria
15. Continued refinement of project evaluation process and WATS federal funding policies
16. Record of technical assistance provided to partners

- 17. Letters of support for grant applications
- 18. Memos and other communications
- 19. Record of participation in internal and external meetings related to the TIP and federal funding

FY 2025

PERSON/WEEKS: 69

BUDGET:

Personnel	\$164,979
Indirect	\$34,306
	\$199,285

WATS DISTRIBUTION:

Consolidated Planning Grant	\$163,115
Local match	\$36,170
Total	\$199,285

4.2 AAATA SHORT RANGE PLAN ANALYSIS AND OPERATIONS EVALUATION

PURPOSE

This project will provide the analytic underpinnings for the implementation and assessment of AAATA's annual service plans, for the evaluation of changes to operations, and for informing and involving service users and other interested parties about changes to operations and plans.

METHOD

To communicate changes to operations as outlined by annual service plans, AAATA will conduct public information activities including public meetings, mailings, and online postings along with the development and distribution of informational materials such as schedules, timetables, and brochures.

AAATA will collect information from service users and internal/external stakeholders on service usage along with concerns and requests for improvements/changes to services operated directly by or under contract to the agency. This information and other operational data (such as ridership, on-time performance, etc.) will be used to provide detailed analyses of implemented service changes and other service characteristics. Such analyses will be performed on an on-going basis as well as in response to expressed concerns of service users and other internal/external stakeholders.

Operational analyses will be used to prepare recommendations for service alternatives in response to changing operating, financial, and organizational conditions. These alternatives will be used to guide updates to annual, medium-, and long-range plans.

AAATA will continually assess bus stops and boarding areas (including locations and amenities) to develop plans for the maintenance and improvement of safety, convenience, and accessibility of boarding locations. Concerns and requests for improvements at bus stops and boarding areas will be collected from service users and other internal/external stakeholders.

PRODUCTS

1. Database for internal/external stakeholder service requests and concerns.
2. Database for internal/external stakeholder bus stop requests and concerns.
3. Databases for ridership, on-time performance, and other operational characteristics.
4. Service change alternatives/reports.
5. 1- to 2-year boarding area/bus stop improvement plans.
6. Public information materials.
7. User guides.

**PLAN IMPLEMENTATION:
AAATA SHORT RANGE PLAN ANALYSIS AND OPERATIONS EVALUATION**

	<u>FY 2025</u>
<u>PERSON-WEEKS:</u>	45

<u>BUDGET:</u>	
Personnel	\$87,200
Fringes	<u>\$6,700</u>
Total	\$93,900

<u>AGENCY DISTRIBUTION:</u>	
Federal	
WATS PL 112	\$35,000
5303	\$25,000
AAATA	<u>\$33,900</u>
Total	\$93,900

PROGRAM ADMINISTRATION

5.1 WATS UNIFIED PLANNING WORK PROGRAM, GENERAL PROGRAM MANAGEMENT

PURPOSE:

The primary purpose of this work task is to conduct those activities necessary for the efficient operation of WATS, its Committees and the planning process. This task also documents work accomplished and funds expended to ensure that such expenditures are in conformance with the appropriate regulations. This work task ensures that the transportation planning process for Washtenaw County is comprehensive, coordinated, and continuing, meeting all state and federal requirements. This task also develops a Washtenaw County Unified Work Program for FY 2025, monitors and amends the implementation of this, the FY 2024 Unified Work Program as necessary. The Unified Work Program is the document that guides the work of WATS, staff, and consultants. The work program addresses the local, State, and federal priorities for transportation planning. Additionally, compliance, and other administrative requirements are monitored and implemented as part of this task. This task also documents the improvements to the planning process implemented together by the Michigan Department of Transportation (MDOT), the Southeast Michigan Council of Governments (SEMCOG), and WATS. This work task ensures that the transportation planning process for Washtenaw County is comprehensive, coordinated, and continuing. This task also provides for any human resources issues, hiring process, and other administrative issues of the agency as necessary.

METHOD:

The methods by which WATS will conduct this work task are specified within its adopted Bylaws and Rules of Procedures as well as within its Pass-Through Agreements with SEMCOG and within the Memorandum of Understanding of Planning Responsibilities between WATS and SEMCOG and between WATS, SEMCOG, SCCOTS, Transit Agencies, and MDOT. Additionally staff will Meet with local, State, and Federal officials to review the status of the current and the development of the future Unified Work Program. Include special interest topics as identified by MDOT, FTA, EPA, HUD, or FHWA staff. Meet with local technical staff and committee members for input into the work program development.

Staff carries out routine financial transactions in accordance with adopted WATS procedures and approved accounting standards. Staff prepares and WATS Policy Committee approves the quarterly financial statements summarizing these transactions. Staff prepares and provides information to a payroll company which then files quarterly and annual tax filings and unemployment reports as required. Staff works with an auditor each year to ensure financial accountability and accuracy.

Monthly progress reports and billings summarizing activities and expenditures are prepared and distributed to SEMCOG and MDOT. WATS contracts with auditors to conduct audits every year to determine the fiscal integrity of financial transactions and the compliance with laws, regulations, and administrative requirements. These audits are sent to the Michigan Department of Treasury.

5.1 WATS UNIFIED PLANNING WORK PROGRAM AND GENERAL PROGRAM MANAGEMENT (CONTINUED)

Additionally, the method for the planning process is outlined in the three-signed Memorandum of Understandings of Planning Responsibilities between MDOT, SEMCOG, and all regional planning agencies and between SEMCOG, WATS, and AAATA (THE RIDE) as well as with the Pass-Through Agreements with SEMCOG.

The WATS staff attends the Regional Planning Partners meetings and other coordination meetings with SEMCOG and MDOT staff.

PRODUCTS:

1. Committee and Subcommittee Minutes
2. Committee correspondence and memoranda
3. Monthly books and Quarterly Financial Statements
4. Monthly progress reports and payment vouchers
5. Quarterly and annual tax filings (via payroll company)
6. Annual Administrative Budget
7. Annual project completion report
8. Reviewed and updated as necessary STP funding applications
9. FY 2024 Unified Work Program amendments as necessary
10. Draft FY 2025 Unified Work Program and Budget
11. Adopted FY 2025 Unified Work Program and Budget
12. FY 2024 Administrative Budget and amendments as necessary
13. Audit Report
14. Memorandums of Understanding and amendments as necessary
15. Comprehensive Transportation Improvement Program
16. Comprehensive Metropolitan Transportation Plan
17. Comprehensive Planning Process
18. Participation in Certification process

FY 2025

PERSON/WEEKS:

22

BUDGET:

Personnel	\$52,602
Indirect	\$10,938
	\$63,540

WATS DISTRIBUTION:

Consolidated Planning Grant	\$52,008
Local match	\$11,533

Total	\$63,540
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5.2 AAATA REGULATORY PLANNING AND GRANTS MANAGEMENT

PURPOSE

To perform the necessary regulatory coordination and grants management functions to maintain the planning program. To document Unified Planning Work Program activities and expenditures. To provide for coordination of the planning program with regulatory agencies and planning partners, and to insure conformance with federal and state requirements using proper documentation of grant administration and other governmental requirements.

METHOD

Perform record keeping, personnel, education and training activities, as well as organizational coordination and administration functions of the planning and program management units. Attend planning agency meetings and workshops. Participate in regulatory transportation planning committees such as the TIP Development Committee, RTA, SEMCOG, and WATS technical and planning committee meetings.

Develop and maintain agreements, proposals, invoices, expenditure approvals, and other documents related to regulatory compliance and grants. Prepare reimbursement requests and progress reports for appropriate organizations and planning projects. Provide for the effective expenditure of grant funds in keeping with Federal and State requirements.

PRODUCTS

1. Unified Planning Work Program timesheets and annual completion report.
2. Regional collaboration on planning and funding opportunities.
3. Grant applications.
4. Grant reimbursement requests.
5. Grant progress reports.
6. Project completion reports.
7. Oversight of 5310 subrecipient projects and awards process.
8. Plans and reports required by Federal, state, and regional regulations such as Title VI, DBE, TAM, RTA provider plans and reports, and transit partner progress updates.
9. Certifications required by federal and state regulations such as drug testing, anti-lobbying, and civil rights assurances.

**PROGRAM COORDINATION:
AAATA REGULATORY PLANNING AND GRANTS MANAGEMENT**

PERSON-WEEKS: **FY 2025**
15

BUDGET:
Personnel \$29,100
Fringes \$2,200
Total **\$31,300**

AGENCY DISTRIBUTION:
Federal
5303 \$5,000
AAATA \$26,300
Total **\$31,300**

WATS COST ALLOCATION PLAN

July 1, 2024 – June 30, 2025

Labor (salary, benefits, consultant contracts managed by WATS)	<u>Total</u>	<u>Direct</u>	<u>Indirect</u>
Monitoring	\$69,339	\$69,339	\$0
Development	\$148,294	\$148,294	0
Services	\$129,114	\$129,114	0
Implementation	\$164,979	\$164,979	0
Administration	\$52,602	\$52,602	0
Subtotal	\$497,328	\$497,328	\$0
	Total	Direct	Indirect
Rent and Utilities	25,665	0	25,665
Printing	3,000	0	3,000
Supplies & Equipment	12500	0	12500
Travel and Training	15000	0	15000
Postage	250	0	250
Insurance	4,500	0	4,500
Licenses/subscriptions	15,000	0	15,000
Professional Services(includes Audit, banking, bookkeeping, design)	27,500	0	27,500
Subtotal	103,415	0	103,415
Total	\$667,743	\$497,328	103,415
Indirect percentage			17.2

Note: This includes only the WATS portion of the Unified Work Program.

Note: \$67,000 is included in Development as direct cost however the indirect rate is not applied to that contract. Pass through's to The Ride and SEMCOG are not included in this table.

	WATS CPG	Other CPG	Total CPG	WATS Local CPG Match	Other Local CPG Match	The Ride 5303	The Ride 5303 Match	Grand CPG Total(No 5303)
PLAN MONITORING								
1.1 Data collection and Analysis	\$40,188			\$8,912				\$49,099
1.2 Literature Review	\$14,184			\$3,145				\$17,329
1.3 Complete Streets	\$14,184			\$3,145				\$17,329
1.3 AAATA Ridership and Service Data Collection and Compilation						\$12,583	\$18,717	\$0
WATS PLAN MONITORING SUBTOTAL	\$68,555			\$15,202				\$83,757
PLAN DEVELOPMENT								
2.1 Transportation Plan Development and Refinement	\$28,368			\$6,290				\$34,658
2.2 Transportation Model Management and Additional Collaboration with SEMCOG	\$35,460			\$7,863				\$43,323
2.3 Chelsea Regional Transportation Study		\$67,000			\$14,857			\$81,857
2.4 Performance Measures, Performed Based Planning and Topic Papers	\$16,548			\$3,669				\$20,217
2.4 Detailed Short term service Plan		\$33,365			\$7,398	\$5,000	\$11,700	\$40,765
2.5 Strategic Service Plan						\$1,000	\$9,400	\$0
2.6 Program Development and Detailing						\$2,000	\$18,900	\$0
WATS PLAN DEVELOPMENT SUBTOTAL	\$80,375			\$17,823				\$98,198
PLANNING SERVICES								
WATS Participation and Collaboration	\$63,827			\$14,154				\$77,981
WATS Education publications and electronic communications	\$63,827	\$67,000		\$14,154	\$14,857			\$159,838
WATS PLANNING SERVICES SUBTOTAL	\$127,655	\$67,000		\$28,308	\$14,857			\$237,819

PLAN IMPLEMENTATION								
4.1 WATS Transportation Improvements Program and Federal Fund Management	\$163,115			\$36,170				\$199,285
4.2 AAATA Short Range Plan Analysis and Operations Evaluation		\$33,366			\$7,399	\$25,000	\$33,900	\$0
WATS PLAN IMPLEMENTATION SUBTOTAL	\$163,115			\$36,170				\$199,285
PROGRAM ADMINISTRATION								
5.1 Unified Work Program	\$52,008			\$11,533				\$63,540
5.2AAATA Grants Management						\$5,000	\$26,300	\$0
WATS - PROGRAM ADMINISTRATION SUBTOTAL	\$52,008			\$11,533				\$63,540
WATS CPG Planning totals	\$491,708	\$167,366	\$659,074	\$109,036	\$44,511			\$600,744
AAATA (THE RIDE) CPG TOTALS	\$33,366				\$14,797			\$33,366
SEMCOG CPG	\$67,000				\$14,857			\$67,000
Chelsea Project (WATS)	\$67,000				\$14,857			\$67,000
Totals								
Total CPG	\$659,074							
Total Match	\$153,547							
AAATA (The Ride) 5303 Total								
WASHTENAW COUNTY TOTALS	\$659,074			\$109,036	\$44,511	\$50,583	\$92,617	\$812,621

TECHNICAL ADVISORY COMMITTEE

Nathan Voght, Chair Washtenaw County OCED
Bonnie Wessler, 1st Vice-Chair City of Ypsilanti
Tessa Humphris, 2nd Vice-Chair City of Saline

Forest Yang Ann Arbor Area Transportation Authority
Raymond Hess City of Ann Arbor
Paul Montagno City of Chelsea
Justin Breyer City of Dexter
Dieter Otto Eastern Michigan University
Meredith Fryer Michigan Department of Transportation
Steve Dolen University of Michigan
Matt MacDonnell Washtenaw County Road Commission Engineering
Vacant Ypsilanti Township
John Waterman Disabled Community Representative
Evan Pratt Environmental Representative
Vacant Freight Representative
Sarah Walsh Non-motorized Representative
Vacant Senior Representative

Ex officio Non-voting Members:

Andy Pickard Federal Highway Administration
Michele Fedorowicz Southeast Michigan Council of Government

Related Activities – Non-Subcontract

**Michigan Department of Transportation
Southeast Michigan Council of Government – Detroit**

**Coordination and Implementation
FY 2024-2025**

Purpose:

This element provides for the development and implementation of the unified planning work program (UPWP), technical assistance and staff participation in all relevant UPWP items, and coordination with applicable federal, state, regional and local transportation programs. The total annual budget for MDOT staff time for administration of the Southeast Michigan Council of Governments Unified Planning Work Program for transportation activities; and coordination with the Washtenaw Area Transportation Study, the St. Clair County Transportation Study and the Toledo Metropolitan Area Council of Governments is approximately \$435,050. Estimated budget, hours and products are listed below.

Methods:

The purpose will be achieved by active administration and participation in the work development of the UWP and its revisions. Federal legislation and regulations require transportation programs to utilize a more multi-modal perspective, connectivity between the transportation systems and geographic areas, a greater emphasis on intergovernmental agency cooperation, and a greater use of the available “tools.” Technical assistance through MDOT staff participation will be provided at all appropriate steps in the overall transportation planning process. All working papers, reports, and required submittals will be reviewed by MDOT prior to their transmittal to the Federal Highway Administration, Federal Transit Authority, Environmental Protection Agency, or other federal, state or local agencies.

Products:

1. On-going support of the planning process throughout the development of core planning documents, which include the Transportation Improvement Plan (TIP) (4-year short range plan), Metropolitan Transportation Plan (MTP) (20-year long range plan), Unified Work Program (UWP) and amendments as needed to these documents.
2. Provide coordinated travel and socioeconomic database and modeling procedures, directed toward the completion/implementation of the Regional Transportation Plan for Southeast Michigan and the State Long-Range Transportation Plan (SLRTP). Section 23 of the Code of Federal Regulations (23 CFR) Part 450 requires that the Regional Transportation Plan encompasses at least a 20-year horizon, must be fiscally constrained, be multi-modal in nature, meet all Environmental Protection Act (EPA) requirements, address all ten transportation planning factors, provide for all public involvement and feedback into the process, and be approved by the appropriate deadline.
3. MDOT Committee participation includes but is not limited to the following Committees: the Transportation Coordinating Council (TCC), Administrative Committee, Executive Committee, General Assembly, Transportation Technical Team (TTT), the eight Federal Aid Committees, SEMCOG Interagency Work Group, SEMCOG/WATS/MDOT Model Coordination Team, and various project studies and related committees.
4. Coordination with other urbanized areas/transportation providers in the region.
 - a. Washtenaw Area Transportation Study (WATS)
 - b. St. Clair County Urban Area Transportation Study (SCCOTS)
 - c. Toledo Metropolitan Area Council of Governments (TMACOG)
 - d. Suburban Mobility Authority for Regional Transportation (SMART)

- e. Detroit Department of Transportation (DDOT)
- f. Regional Transportation Authority of Southeast Michigan (RTA)
- g. Ann Arbor Area Transportation Authority (AAATA)

5. MDOT technical assistance to local government units as necessary, such as JobNet.
6. Provide MDOT element for SEMCOG and the State Transportation Improvement Program (STIP) by coordinating project selection, prioritization, scheduling and monitoring.
8. Provide Statewide Transportation Planning Division Products as needed.
9. Ensure federally required public involvement throughout the entire planning process.
10. Cooperation in MDOT's project development and selection process. This process follows a meticulous, data- intensive reviewing and analyzing procedure that culminates in the MDOT Highway Call for Projects (CFP) process and program development. The MDOT Highway CFP is an internal document that includes policy direction from the federally required SLRTP. Both documents have mutually consistent policy and project implementation direction. The SLRTP is a 25 - year plan specifying MDOT's broad goals, objectives, and direction toward providing the highest quality of integrated transportation services for economic benefit and improved quality of life in Michigan. The SLRTP provides policy guidelines, implementation strategies and measures of efficiencies necessary for plan development. The Highway CFP is a strategic process that includes the identification of condition and investment strategies, and the final selection of candidate projects that roll up into MDOT's Five-Year Transportation Program (5YTP).
11. Provide technical support to SEMCOG and WATS in the development, maintenance, operation and maintenance of a regional travel demand model, to apply in the MTP, TIP and other project investment decisions. Partner with MDOT in the application of the model for program and project work zone, impact and environmental analysis.
12. Participation and coordination with the Major Investment Study's process and analysis within the Region and the identification of these projects on an ongoing basis.
13. Assist SEMCOG in the facilitation of the development of Local Asset Management Plans and data collection activities for the transportation system.
14. Assist SEMCOG staff in the implementation and increased impact of the Regional Public Participation Plan.
15. Assist SEMCOG in coordination with the regional transit agencies to increase the Access to Work program and the Reverse Commute Program in southeast Michigan and increase the role transit plays within the region.
16. Continue to implement the Metropolitan Planning Process as specified in federal and state transportation planning regulations throughout the SEMCOG Region. The roles/responsibilities and procedural changes established under the Metropolitan Planning Process will be pursued in a timely manner pertaining to the development of the RTP and TIP.
17. Coordinate with the SEMCOG region on increasing Social and Environmental Justice within the Region.
18. Develop a single methodology for forecasting revenue for the area.

19. Work with those who prepare environmental documents to develop a mechanism to include information from the systems planning effort in environmental documents.
20. Continue to implement procedures to improve the management of projects in the TIP.
20. Provide technical support in the development, maintenance and incorporation of Air Quality Conformity Analysis, and staff support to their Interagency Work Group.

SEMCOG – Administration (Estimated Budget)

PERSON WEEKS FY 2024-2025

MDOT STAFF 72¹

BUDGET

Salaries	\$229,826
Fringe	\$103,484
Consultant	\$0
Other	\$11,379
TOTAL	\$344,690

AGENCY DISTRIBUTION

STATE MTF	\$275,752
MDOT/FTA	\$68,938
TOTAL	\$344,690

¹ Staff time includes approximately 52 weeks of Bureau of Planning staff and 20 weeks of MDOT staff time from other bureaus including Highways, Finance, Office of Passenger Transportation and Office of Rail for transportation planning purposes.

Michigan Department of Transportation
Washtenaw Area Transportation Study

Purpose:

The maintenance of a continuing, comprehensive transportation planning process within the Ann Arbor/Ypsilanti urbanized area and surrounding communities which will coordinate local agency input into SEMCOG's regional planning process and provide a vehicle for the establishment of priorities and ensuring compliance of the transportation planning process outlined under 23 CFR Part 450 and CAAA.

Method:

Continue monitoring the program to satisfy state and federal requirements of the region and local planning agencies. Provide local units of government with planning and technical assistance. Represent MDOT on all required policy and technical committees for the Washtenaw Area Transportation Study (WATS).

Products:

Review local area work products to ensure compliance with UWP, review billing statements, technical memoranda and working papers as required, provide technical assistance as required in JobNet, TIP/UWP revisions, development and implementation of MDOT's project development and selection process, and participation and coordination with the SEMCOG Regional Transportation Plan and the Statewide Long-Range Plan.

WATS – Administration (Estimated Budget)

PERSON WEEKS FY 2024-2025

STAFF 22

BUDGET

Salaries	\$31,601
Fringe	\$17,380
Consultant	\$0
Other	\$2,354

TOTAL \$51,335

AGENCY DISTRIBUTION

STATE MTF \$51,335

Michigan Department of Transportation
St. Clair County Transportation Study

Purpose:

The maintenance of a continuing, comprehensive transportation planning process within the St. Clair County Area, including the urban area of Port Huron and surrounding communities, which will coordinate local agency input into SEMCOG's regional planning process and provide a vehicle for the establishment of priorities and ensuring compliance of the transportation planning process outlined under 23 CFR Part 450 and CAAA.

Method:

Continue monitoring the program to satisfy state and federal requirements of the region and local planning agencies. Provide local units of government with planning and technical assistance. Represent MDOT on all required policy and technical committees for the St. Clair County Transportation Study (SCCOTS).

Products:

Review local area work products to ensure compliance with UWP, review billing statements, technical memoranda and working papers as required, provide technical assistance as required in JobNet, TIP/UWP revisions, development and implementation of MDOT's project development and selection process, and participation and coordination with the SEMCOG Regional Transportation Plan and the Statewide Long-Range Plan.

SCCOTS – Administration (Estimated Budget)

PERSON WEEKS FY 2024-2025

STAFF 15

BUDGET

Salaries	\$15,801
Fringe	\$8,673
Consultant	\$0
Other	\$2,354

TOTAL	\$26,827
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AGENCY DISTRIBUTION

STATE MTF	\$26,827
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Michigan Department of Transportation
Toledo Metropolitan Area Transportation Study

Purpose:

To maintain interstate coordination with the Toledo Urbanized Area Transportation Study, this includes three townships in Monroe County and the City of Luna Pier. The maintenance of a continuing, comprehensive transportation planning process in the Toledo urbanized area with will coordinate local agency input into SEMCOG's regional planning process and provide a vehicle that insures interstate coordination.

Method:

Represent MDOT at the required policy and technical committee meetings of the Toledo Metropolitan Area Council of Governments (TMACOG); assist in activities related to the review of federally aided projects. Monitor the traffic network as required by the continuing monitoring program. Review billings and comment on all technical data and reports generated in the planning process. Ensure that regional plans include local area plans, as represented by MDOT. Coordinate between the statewide planning process in Michigan and Ohio.

Products:

Files, working papers or memoranda as necessary for documentation of the planning program.

TMACOG – Administration (Estimated Budget)

PERSON WEEKS FY 2024-2025

STAFF 5

BUDGET

Salaries	\$7,329
Fringe	\$4,002
Consultant	\$0
Other	\$867

TOTAL \$12,198

AGENCY DISTRIBUTION

STATE MTF \$12,198

Regional Transit Authority of Southeast Michigan 2024-2025 Work Program Planning Projects

The Regional Transit Authority of Southeast Michigan's (RTA) Unified Work Program for 2024-2025 provides an overview of its regional coordination activities, with the budget focusing on projected costs and funding.

Regional Coordination Activities

Purpose/Outcome

In accordance with Public Act 387 of 2012, the RTA is responsible for the coordination of services and planning for all transit providers in its four-county region. This includes the development of a Regional Transit Master Plan (RTMP) to provide a guidance document for coordination activities, ongoing program development, and stand-alone projects that advance regional priorities. By statute, the RTA is required to annually revisit the regional transit plan including working with the providers through ongoing working groups and formal PAC meetings and advance several stand-alone planning and pilot projects to advance regional coordination, consistent with the RTMP vision.

RTMP:

In 2022, the Regional Transit Authority (RTA) completed an annual update of its RTMP. For the subsequent year in 2023, the focus was on strategic updates. The next annual update of the RTMP is planned for the beginning of 2024. The RTMP serves as the strategic roadmap for the RTA to enhance transit services in Southeast Michigan. The plan assesses the current transit services, achievements of transit agencies, ongoing initiatives, travel patterns, and feedback from the public. This information is used to shape the overarching investment strategies that will guide the region's transit system toward the RTA's vision and goals, which are outlined below:

We envision a region with sufficient and secure funding to support enhanced public transportation options that will advance equity by increasing accessibility, satisfy the integrated mobility needs of the communities that make up Southeast Michigan, and promote livable, healthy, and sustainable growth.

1. **Fund:** Fund Transformative Mobility
Position Southeast Michigan for economic success by increasing funding and aligning with regional policy advancements.
2. **Improve:** Improve Existing Services
Upgrade the frequency, reliability, comfort, safety, and speed of existing transit services.
3. **Expand:** Expand New Transit
Connect more people to more destinations in Southeast Michigan through an expanded regional transit system with a focus on expanding access for equity populations.
4. **Innovate:** Innovate Resilient Projects
Implement expansion programs through active coordination and partnerships with local transit providers and nonprofits.
5. **Sustain:** Sustain Future Programs
Implement innovative programs and pilot projects to improve transit, increase flexibility, and encourage transit providers to adopt new technologies.

Support existing transit providers in maintaining and improving core services, implementing expansion programs through active coordination with local transit providers and nonprofits, and providing a seamless user experience. Coordinate with agencies that have goals related to accessibility improvements.

Method

The RTA advances the RTMP by pursuing various initiatives and constantly looking for opportunities to partner with stakeholders who are interested in making regional transit improvements. Funding for these activities is provided through a combination of state and federal grants.

RTA Administration (Planning Activities)

- **Community Engagement and Marketing:** The RTA would like to more effectively invest in sustained community engagement and marketing efforts that proactively support regional transit. As travel demand continues to rise and approach pre-pandemic levels, it is crucial to explore communication alternatives that can connect with diverse demographics. This becomes increasingly significant as we seek ways to position transit as a more affordable, reliable, equitable, and effective substitute for driving.
- **Technical Assistance:** RTA has initiated pilot technical assistance programs with transit providers, leveraging planning software and offering support to municipalities and organizations. Through this initiative, RTA aims to cultivate a pool of planning resources accessible to these providers and municipalities. These resources will aid in advancing regional programs and crafting tailored strategic solutions to address their specific mobility challenges. Moreover, RTA staff will offer their expertise in project management to provide additional support throughout the process.
- **Coordinated Human Services & Public Transportation Plan Implementation:** Staff will continue to work on the development of a Rides to Wellness transit program that advances priority strategies in the Coordinated Human Services & Public Transportation Plan (aka the OnHand Plan). This will include, but not be limited to, the fiscal year 2023-2024 5310 Call for Projects; identifying and investing in vehicle replacements as well as software and programs that will advance gaps particularly in paratransit and on-demand service delivery, administration, and scheduling; developing partnerships to advance a non-emergency medical transportation pilot program; and updating the Coordinated Plan.
- **Regional Capital Plan:** A regional plan would help to set and coordinate regional priorities, consolidate planning and funding processes, and help RTA measure regional progress. Each transit agency has its capital plan but combining them into a unified regional capital plan is essential for growing Southeast Michigan's transit network. A regional capital plan is essential for RTA to be able to carry out its responsibilities as described in Public Act 387 of 2012.
- **Securing Funding:** RTA staff are actively working to secure more long-term sustainable funding for the region as a whole, for specific projects, and for the RTA as an entity. This includes looking for solutions to sustain D2A2 and Detroit to Airport Express services, working with the legislature to secure new funding mechanisms for the regional toolbox, working with AAATA and Oakland County to leverage new resources in the region, and finding opportunities to support regional coordination through existing funding programs.

RTA Projects (Ongoing)

- **D2A2 Pilot:**
Continuation of the D2A2 Express Bus Pilot.
- **Regional Mobility Management:**
Continuation of the Regional Mobility Management Program. That program currently provides funding for the regional MyRide2 One Click/One Call service provided by the Area Agency on Aging 1-B.
- **Regional Transit Technology Strategic Plan:**
This plan will include recommendations for how the region could use technology innovations to improve, simplify, and streamline the customer experience by integrating trip planning, fare payment, wayfinding, and trip guidance. Depending on the results of a competitive grant application, this project may be integrated with a potential Mobility Wallet pilot project.
- **Access to Transit Program:**
RTA completed the Mobility Oriented Development study completed in December 2020. That study included a series of recommendations and concepts for improving access to transit stops and leveraging transit stops as integrated mobility and development hubs. The RTA would like to keep looking for partnerships and opportunities to implement more recommendations from that plan through strategic investments and pilots.
- **Detroit to Airport Express Bus Pilot:**
The RTA was notified that it received funding for a pilot transit service to create an express connection between Detroit Metropolitan Airport and Downtown Detroit. Staff is starting to lay out a schedule for developing a pilot service proposal for Board approval with the expectation that the service pilot will start in 2024.

RTA Projects (Potential)

- **American Rescue Plan:**
RTA staff will work with the transit providers to develop a programming strategy for a remaining percentage of American Rescue Plan (ARP) funds. RTA will retain a portion of this funding for the advancement of regional efforts with a focus on regional corridor programs, fare modernization, ongoing technical assistance, and other transit priorities in Southeast Michigan. RTA will develop an option for providers to apply for projects in the following categories: service improvements/pilots, zero-emission fleet and facility transition pilots, workforce development initiatives, mobility hub/bus stop improvements, and strategic transit investment innovations.
- **Bus Rapid Transit Project Development and Major Corridor Transit Enhancements:**
The ACT NOW (Advancing Corridors for Transit the Neighborhood-Oriented Way) project proposal for Southeast Michigan strategically applies for federal funding, notably the Reconnecting Communities and Neighborhoods grant from the U.S. Department of Transportation. The goal is to spearhead a transformational shift in regional transit along Gratiot, Michigan, Washtenaw, and Woodward Avenues. It includes environmental review, preliminary engineering, dedicated bus lanes, cutting edge technology integration, and high-capacity mobility hub stations. This initiative aims to seamlessly connect regional cities and neighborhoods, reducing congestion and improving access.

- Mobility as a Service Application Platform:**
 The prospective Mobility as a Service (MaaS) application platform is an innovative approach to urban transit trip planning and fare payment that integrates various transit options into a seamless, user-friendly digital system. This opportunity would provide real-time information, on-demand booking, scheduling, and e-ticketing services, making it easy for riders to plan, reserve, pay for, and take multi-modal trips. This initiative not only enhances convenience and accessibility for commuters but also promotes sustainable and effective public transportation choices, laying the foundation for a more connected and agile region’s mobility landscape.
- Zero Emission Fleet and Facilities Transition Plan:**
 RTA is working to align regional efforts for a long-term transition to multiple, coordinated zero-emissions transit fleet and facility improvements. RTA believes that the communities and people of Southeast Michigan deserve a more reliable and equitable public transportation system, and the goal of this project is to coordinate a regional plan for zero-emissions vehicles and related infrastructure that will significantly reduce carbon-based pollution in an effort to combat climate change and produce sustainable, reliable transportation options for all people in the region. This work seeks to align with AAATA’s existing local transition plan and to collaborate on similar plans with DDOT, SMART, and other providers. RTA continues to work with SEMCOG on plans related to projects concerned with mitigating environmental impact, and the timeline for aligns with the Southeast/Michigan Healthy climate plan vision for net zero emissions by 2050.
- Workforce Development Program:**
 As part of its latest RTMP update, to be released in early 2024, RTA is looking to explore and establish inclusive solutions for transit workforce recruitment, development, and retention. For the region, a thriving workforce is inextricably linked with improving and expanding regional transit. By evolving public transportation, the region will not only become more geographically connected, but also economically, which will aid in closing historical gaps in employment and opportunity that continue to exist for large proportions of people in Southeast Michigan.

Products

- Updated Regional Transit Master Planning Products
- Pilot Projects

2024-2025 UWP Budget

Element	Total	Federal	Local/State
RTA Administration	\$3,200,000	\$2,840,000	\$360,000
RTA Projects (Ongoing)	\$6,075,000	\$5,215,000	\$985,000
RTA Projects (Projected)	\$142,000,000	\$125,100,000	\$13,800,000

Appendix A – Asset Management

Asset Management

The resources allocated to the Metropolitan/Regional Planning Organization (MPO/RPO) from the Transportation Asset Management Council (TAMC) annual budget shall be used to assist in completion of the TAMC Work Program. All work shall be consistent with the policies and priorities established by the TAMC. All invoices submitted for reimbursement of Asset Management activities shall use Michigan Department of Transportation (MDOT) standard invoice forms and include the required information for processing. The MPO/RPO shall complete the required products and perform tasks according to the timeframes and directives established within TAMC's data collection policies, which are located on the TAMC website (<http://tamc.mcgi.state.mi.us/TAMC/#/aboutus>). The MPO/RPO will emphasize these tasks to support the top 125 Public Act 51 agencies (agencies that certify under Public Act 51 a minimum of 100 centerline miles of road) within the planning area when resources are limited. The activities eligible for TAMC reimbursement include the following:

Tasks

I. Training Activities

- A. Attendance at training seminar(s) on the use of Pavement Surface Evaluation and Rating (PASER) and Inventory-based Rating System for unpaved roadways.
- B. Represent MPO/RPO at TAMC-sponsored conferences and seminars, including attending either the Spring or Fall TAMC Conference.
- C. Attend TAMC-sponsored Investment Reporting Tool (IRT) training seminars.
- D. Attend TAMC-sponsored Asset Management Plan Development training seminars.

II. Data Collection Participation and Coordination

A. Federal Aid System:

1. Organize schedules with Public Act 51 agencies within MPO/RPO's boundary for participating in Federal Aid data collection efforts; ensure all participants of data collection have access to State of Michigan travel reimbursement rates.
2. Coordinate, participate and facilitate road surface data collection on approximately one-half of the Federal Aid System in accordance with the TAMC Policy for the Collection of Roadway Condition Data on Federal Aid Eligible Roads and Streets.
3. Collect unpaved roadway condition data on approximately half of any unpaved Federal Aid eligible roadways using the Inventory-based Rating System developed by the Michigan Technological University's Center for Technology and Training.

B. Non-Federal Aid System

1. The RPO/MPO may allocate reimbursements for Non-Federal Aid data collection to Public Act 51 agencies according to the resources available to

them in the manner that best reflects the priorities of their area and supports the TAMC work.

2. Coordinate Non-Federal Aid data collection cycles with Public Act 51 agencies with an emphasis on the top 125 agencies.
3. Ensure all participants of data collection understand procedures for data sharing with TAMC as well as TAMC policy and procedures for collecting Non-Federal Aid data.
4. Participate and perform data collection with Public Act 51 agencies on an as-needed basis for the data collection of Non-Federal Aid roads when requested.

III. Equipment

- A. Ensure rating teams have the necessary tools to complete the federal aid data collection activity by maintaining a laptop compatible with the Laptop Data Collector and Roadsoft programs, a functioning Global Positioning System (GPS) unit, and other required hardware in good working order.
- B. Communicate any equipment needs and purchases with the TAMC Coordinator; laptops are eligible for replacement on a three-year cycle.

IV. Data Submission

- A. Develop and maintain technical capability to manage regional Roadsoft databases and the Laptop Data Collector program; maintain a regional Roadsoft database that is accurate and consistent with local agency data sets.
- B. Coordinate Quality Assurance/Quality Control activities and data submission tasks according to protocols established in TAMC Data Collection Policies for Federal Aid and Non-Federal Aid Roads.
- C. Monitor and report status of data collection efforts to TAMC Asset Management Coordinator through monthly coordinator calls and/or monthly or quarterly program updates that are mailed with invoices.
- D. Provide links on agency websites and reports to the TAMC website, interactive maps and dashboards for the dissemination of roadway data.

V. Asset Management Planning

- A. Participate and attend TAMC-sponsored training and workshops in order to provide technical support for Asset Management Plan development activities.
- B. Provide an annual reporting of the status of Public Act 51 agency Asset Management Plans and keep abreast of the status of these plans for updates and revision.
- C. Provide technical assistance and training funds to Public Act 51 agencies during the development of local Asset Management Plans using TAMC templates when applicable; coordinate these tasks with an emphasis on the Top 125 agencies.

VI. Technical Assistance

- A. Provide technical assistance to local agencies in using the TAMC reporting tools for planned and completed infrastructure investments or any other TAMC Work Program Activity.
- B. Integrate PASER ratings and asset management into project selection criteria:
 1. Analyze data and develop road preservation scenarios.

2. Analyze performance of implemented projects.

Required Products

1. PASER data for Federal Aid System submitted to TAMC via the IRT
2. PASER data for Non-Federal Aid System submitted to TAMC via the IRT
3. Quarterly or monthly activities reports submitted with invoices to TAMC Coordinator
4. SEMCOG updates annually the pavement condition map for the region on our public website (<https://maps.semcoog.org/PavementCondition/>)

Appendix B – Highway Performance Monitoring System

Highway Performance Monitoring System (HPMS)

- Collect and submit data items for HPMS in conjunction with MDOT's HPMS coordinator. Staff will review and update the HPMS database sample segments using MDOT supplied spreadsheet that contain only the data items needing to be updated for each sample in the format provided.
- Attendance of MPO staff at the HPMS training workshop in the Lansing, MI area that the MDOT HPMS coordinator will be hosting.

Data collection for federal reporting:

- Provide support to MDOT in the cross-agency coordination effort to plan for, gather, and report roadway characteristics on the non MDOT road network (federal aid and non-federal aid) to meet federal reporting requirements of Highway Performance Monitoring System (HPMS), Moving Ahead for Progress in the 21st Century Act (MAP21), and Fixing America's Surface Transportation Act (FAST-Act).

Support is defined as (but not limited to):

- Outreach
- Training and education
- Data coordination with Local agencies
- Data compilation
- Data load, transfer, and/or reporting (Conduit between local agencies and MDOT/FHWA)

MAP21 and FAST Act are transitioning transportation agencies to be more performance-oriented, which means additional requirements to collect data and to standardize data to support national performance measures. An element of the legislation is the Model Inventory Roadway Elements (MIRE) Fundamental Data Elements (FDE), which is a required inventory of extensive roadway features and traffic data elements important to safety management, analysis, and decision making.

Participate and provide support to MDOT in any of their planning efforts for MIRE FDE data collection. This is a precursor to the MIRE FDE data collection using Roadsoft and other tools. A pilot is planned in FY '19 and the start of MIRE FDE data collection in FY '20. Other tools include: a web application for agencies that do not use Roadsoft and a web MIRE FDE reporting tool.

Model Inventory Roadway Elements (MIRE) Fundamental Data Elements (FDE) is a federal reporting requirement for safety roadway data. MDOT will ask for MPO volunteers to participate and supply input during design specification meetings or interviews. These discussions will look at user needs using technology to collect, access, transfer, and store MIRE FDE data. Some learning, material preparation, optional travel, and meeting time would be potential resources required for planning discussions. As data collection elements are known, some MIRE FDE data collection may begin at the MPO's discretion.

Appendix C – Certifications & Assurances

Certificate of Commitment of Local Share

I, Amy O’Leary, acting in my official capacity as representative of the Southeast Michigan Council of Governments, hereby certify and guarantee that the local match of \$2,144,479 for the consolidated planning grant application, funding the 2024-2025 Work Program for Southeast Michigan, has been properly appropriated and provided by the Southeast Michigan Council of Governments.



Executive Director

Date

Certificate of Commitment of Local Share

I, Dina Reed , acting in my official capacity as representative of the Ann Arbor Area Transportation Authority, hereby certify and guarantee that the local match of \$11,217 for the technical studies grant application, funding the 2024-2025 Work Program for Southeast Michigan, has been properly appropriated and provided by the Ann Arbor Area Transportation Authority.



Deputy Chief Executive Officer

 01/25/2024

Date

Certificate of Commitment

Certificate of Commitment of Local Share

I, Michael Staley, acting in my official capacity as representative of the Detroit Department of Transportation, hereby certify and guarantee that the local match of \$69,696 for the technical studies grant application, funding the 2024-2025 Work Program for Southeast Michigan, has been properly appropriated and provided by the Detroit Department of Transportation.

DocuSigned by:
Michael Staley
9DD1680CB7214D0...
Executive Director

1/10/2024

Date

Certificate of Commitment of Local Share

I, Robert Cramer, acting in my official capacity as representative of the Detroit Transportation Corporation, hereby certify and guarantee that the local match of \$16,880 for the technical studies grant application, funding the 2024-2025 Work Program for Southeast Michigan, has been properly appropriated and provided by the Detroit Transportation Corporation.



Executive Director

January 26, 2024

Date

Certificate of Commitment of Local Share

I, Lindsay Wallace, acting in my official capacity as representative of the St. Clair County Transportation Study, hereby certify and guarantee that the local match of \$53,986 for the Metropolitan Planning grant application, funding the 2024-2025 Work Program for Southeast Michigan, has been properly appropriated and provided by the St. Clair County Transportation Study.

Lindsay R Wallace
Executive Director

1/16/2024
Date

Certificate of Commitment of Local Share

I, Tiffany J. Gunter, acting in my official capacity as representative of the Suburban Mobility Authority for Regional Transportation, hereby certify and guarantee that the local match of \$70,694 for the technical studies grant application, funding the 2024-2025 Work Program for Southeast Michigan, has been properly appropriated and provided by the Suburban Mobility Authority for Regional Transportation.



Executive Director/Deputy General Manager/COO

1/23/24

Date

Certificate of Commitment of Local Share

I, SANDY SPANG, acting in my official capacity as representative of the Toledo Metropolitan Area Council of Governments, hereby certify and guarantee that the local match of \$21,600 for the Metropolitan Planning grant application, funding the 2024-2025 Work Program for Southeast Michigan, has been properly appropriated and provided by the Toledo Metropolitan Area Council of Governments.

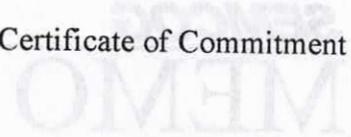
Sandy Spang

Executive Director

1-9-2024

Date

Michigan Council of Government
1001 Woodward Avenue, Suite 1000
Detroit, Michigan 48226
(313) 224-4380
Fax: (313) 224-4389
www.michigan.org



Certificate of Commitment of Local Share

I, Ryan Buck, acting in my official capacity as representative of the Washtenaw Area Transportation Study, hereby certify and guarantee that the local match of \$138,689 for the Metropolitan Planning grant application, funding the 2024-2025 Work Program for Southeast Michigan, has been properly appropriated and provided by the Washtenaw Area Transportation Study.

Executive Director

Feb 15 2024

Date

Certificate of Commitment of Local Share

I, Ryan Buck, acting in my official capacity as representative of the Washtenaw Area Transportation Study, hereby certify and guarantee that the local match of \$2,864 for the technical studies grant application, funding the 2024-2025 Work Program for Southeast Michigan, has been properly appropriated and provided by the Washtenaw Area Transportation Study.



Executive Director
Feb 15 2024

Date



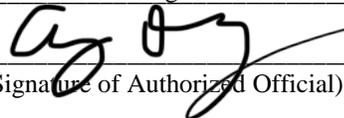
DRUG-FREE WORKPLACE ACT CERTIFICATION FOR A GRANTEE OTHER THAN AN INDIVIDUAL

1. The Southeast Michigan Council of Governments
(Name of Applicant for a Grant or Cooperative Agreement)

certifies that it will establish and continue to provide a drug-free workplace by:

- a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
 - b. Establishing an ongoing drug-free awareness program to inform employees about--
 - 1. The dangers of drug abuse in the workplace;
 - 2. The Applicant's policy of maintaining a drug-free workplace;
 - 3. Any available drug counseling, rehabilitation, and employee assistance programs; and,
 - 4. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
 - c. Making it a requirement that each employee to be engaged in the performance of the grant or cooperative agreement be given a copy of the statement required by paragraph (a).
 - d. Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant or cooperative agreement, the employee will--
 - 1. Abide by the terms of the statement; and,
 - 2. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five (5) calendar days after such conviction;
 - e. Notifying the Federal agency in writing, within ten (10) calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction, Employers of convicted employees must provide notice, including position title, to every project officer or other designee on whose project activity the convicted employee was working. Notice shall include the identification number(s) of each affected grant or cooperative agreement.
 - f. Taking one of the following actions, within thirty (30) calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted--
 - 1. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - 2. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
 - g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).
2. The Applicant's headquarters is located at the following address. The addresses of all workplaces maintained by the Applicant are provided on an accompanying list.

Name of Applicant: Southeast Michigan Council of Governments


(Signature of Authorized Official)

11/29/2023
(Date)



PAPERWORK REDUCTION ACT PUBLIC BURDEN STATEMENT

A Federal agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a current valid OMB control number. The OMB Control No. for this information collection is 2105-0555. The information requested on this form is being collected and disseminated by the U.S. Department of Transportation, Office of the Secretary as a courtesy to the public. Public reporting for this collection of information is estimated to be 15 minutes per response, including time for reviewing instructions, and completing and reviewing the collection of information. All responses to this collection of information are mandatory. Send comments regarding the burden estimate or any other aspect of the collection of information, including suggestions for reducing this burden, to: Information Collection Clearance Officer, Office of the Secretary, Office of Small and Disadvantaged Business Utilization, Financial Assistance Division, 1200 New Jersey Ave., S.E., 5th Floor, W56-448, Washington, DC 20590.

PRIVACY ACT STATEMENT

The Privacy Act requires that we provide you with the following information regarding our use of your Personally Identifiable Information. The information on this application is solicited under the authority of Title 49 U.S.C. 332(b)(3)(4)(5) which authorizes DOT OSDBU to assist Disadvantage Business Enterprises and Small and Disadvantaged Business in acquiring access to working capital and to debt financing, in order to obtain transportation related contracts wholly or partially funded by DOT. Your request cannot be processed unless the data is complete. Disclosures of name and other personal identifiers are required for a benefit, as DOT requires an individual seeking assistance from DOT to provide with sufficient information for it to evaluate the risk of a loan application. In making loan guarantees pursuant to Title 49 U.S.C. 332(b)(3)(4)(5), DOT is required to have reasonable assurance that the loan is of sound value and will be repaid or that is in the best interest of the Government to grant the assistance required. Routine uses of records maintained in the system include: processing, review, and final approval of your loan by authorized Office of Small and Disadvantaged Business Utilization (OSDBU) personnel; internal loan review and independent financial analyst provided by a financial expert contractor working for OSDBU; the loan referral to a Participating Lender involved in the underwriting, loan approval, and loan servicing of the loan guarantee; and recording in the Grant Information System. Disclosure of your Social Security Number (SSN) and/or date of birth (DOB) are optional. Refusal to furnish your SSN and/or DOB will not result in the denial of any right, benefit or privilege provided by law; however, failure to provide SSN and/or DOB may result in the delay of a response of the processing of your loan application or its rejection. Routine uses of your social security number include: processing, review, and final approval of your loan by authorized Office of Small and Disadvantaged Business Utilization (OSDBU) personnel; internal loan review and independent financial analysis provided by a financial expert contractor working for OSDBU; and the loan referral to a Participating Lender involved in the underwriting, loan approval, and loan servicing of the loan guarantee.

**UNITED STATES OF AMERICA
DEPARTMENT OF TRANSPORTATION
OFFICE OF THE SECRETARY
OFFICE OF AVIATION ANALYSIS**

**TITLE VI ASSURANCE
(Implementing Title VI of the Civil Rights Act of 1964, as amended)**

**ASSURANCE CONCERNING NONDISCRIMINATION ON THE
BASIS OF DISABILITY IN FEDERALLY-ASSISTED PROGRAMS
AND ACTIVITIES RECEIVING OR BENEFITING FROM
FEDERAL FINANCIAL ASSISTANCE**

**(Implementing the Rehabilitation Act of 1973, as amended, and the
Air Carrier Access Act of 1986)**

49 CFR Parts 21 and 27 and 14 CFR Parts 271, and 382

Southwest Michigan Council of Governments (the Recipient) HEREBY AGREES THAT,
(Name of Recipient)

I. As a condition to receiving any Federal financial assistance from the Department of Transportation, it will comply: with Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000d--42 U.S.C. 2000d-4; all requirements imposed by or pursuant to: Title 49, Code of Federal Regulations, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation--Effectuation of Title VI of the Civil Rights Act of 1964; and other pertinent directives so that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from the Department of Transportation. This assurance is required by Title 49, Code of Federal Regulations, section 21.7(a) and Title 14, Code of Federal Regulations, section 271.9(c).

II. As a condition to receiving any Federal financial assistance from the Department of Transportation, it will comply with: section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794); the Air Carrier Access Act of 1986 (49 U.S.C. 1374(c)); and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Part 27, Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefitting from Federal Financial Assistance, Title 14, Code of Federal Regulations, Part 382, Nondiscrimination on the Basis of Handicap in Air Travel; and other pertinent directives

so that no otherwise qualified person with a disability, be excluded from participation in, be denied the benefits of, be discriminated against by reason of such handicap in the provision of air transportation, or otherwise be subjected to discrimination under any program for which the Recipient receives Federal financial assistance from the Department of Transportation. This assurance is required by Title 49, Code of Federal Regulations, section 27.9 and Title 14, Code of Federal Regulations, sections 271.9(c) and 382.9.

III. It will promptly take any measures necessary to effectuate this agreement. The Recipient further agrees that it shall take reasonable actions to guarantee that it, its contractors and subcontractors subject to the Department of Transportation regulations cited above, transferees, and successors in interest will comply with all requirements imposed or pursuant to the statutes and Department of Transportation regulations cited above, other pertinent directives, and the above assurances.

IV. These assurances obligate the Recipient for the period during which Federal financial assistance is extended. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the statutes and Department of Transportation regulations cited above, other pertinent directives, and the above assurances.

V. These assurances are given for the purpose of obtaining Federal subsidy under the Essential Air Service Program and are binding on the Recipient, contractors, subcontractors, transferees, successors in interest, and all other participants receiving Federal subsidy in the Essential Air Service Program. The person or persons whose signatures appear below are authorized to sign this agreement on behalf of the Recipient.

VI. In addition to these assurances, the Recipient agrees to file: a summary of all complaints filed against it within the past year that allege violation(s) by the Recipient of Title VI of the Civil Rights Act of 1964, as amended, section 504 of the Rehabilitation Act of 1973, as amended, or the Air Carrier Access Act of 1986; or a statement that there have been no complaints filed against it. The summary should include the date the complaint was filed, the nature of the complaint, the status or outcome of the complaint (i.e., whether it is still pending or how it was resolved).

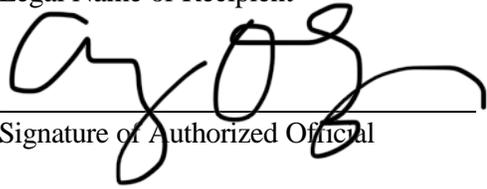
11/29/2023

Date

Southeast Michigan Council of Governments

Legal Name of Recipient

By:



Signature of Authorized Official

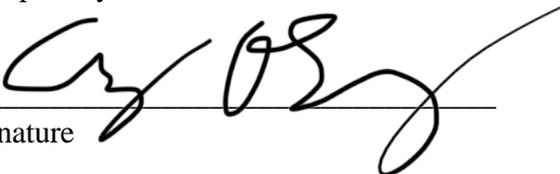
CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The applicant certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the applicant, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the applicant shall complete and submit Standard Form-LLL, “Disclosure Form to Report Lobbying,” in accordance with its instructions.
- (3) The applicant shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under loans, and cooperative agreements) and that all subrecipients shall certify and disclosure accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, UPS Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.



Signature

Executive Director, Southeast Michigan Council of Governments
Title/Institution

Standard U.S. DOT Title VI Assurances

The (Title of Recipient) (hereinafter referred to as the "Recipient") HEREBY AGREES THAT as a condition to receiving any Federal financial assistance from the Department of Transportation it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-42 U.S.C. 2000d-4 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, SubTitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the Regulations) and other pertinent directives, to the end that in accordance with the Act, Regulations, and other pertinent directives, no person in the United States shall, on the grounds of race color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from the Department of Transportation, including the (*Name of Appropriate Administration*), and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This assurance is required by subsection 21.7(a)(1) of the Regulations, a copy of which is attached.

More specifically and without limiting the above general assurance, the Recipient hereby gives the following specific assurances with respect to its (*Name of Appropriate Program*):

1. That the Recipient agrees that each "program" and each "facility as defined in subsections 21.23(e) and 21.23(b) of the Regulations, will be (with regard to a "program") conducted, or will be (with regard to a "facility") operated in compliance with all requirements imposed by, or pursuant to, the Regulations.
2. That the Recipient shall insert the following notification in all solicitations for bids for work or material subject to the Regulations and made in connection with all (*Name of Appropriate Program*) and, in adapted form in all proposals for negotiated agreements:

The (Recipient), in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, SubTitle A, Office the Secretary, Part 21, Nondiscrimination in Federally assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidden that it will affirmatively insure that in any contact entered into pursuant to this advertisement, minority business enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

3. That the Recipient shall insert the clauses of Appendix A of this assurance in every contract subject to the Act and the Regulations.
4. That the Recipient shall insert the clauses of Appendix B of this assurance, 'as a covenant running with the land, in any deed from the United States effecting a transfer of real property, structures, or improvements thereon, or interest therein.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the assurance shall extend to the entire facility and facilities operated in connection therewith.

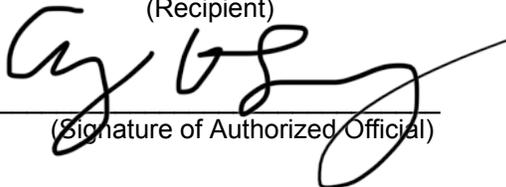
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the assurance shall extend to rights to space on, over or under such property.
7. That the Recipient shall include the appropriate clauses set forth in Appendix C of this assurance, as a covenant running with the land, in any future deeds, leases, permits, licenses, and similar agreements entered into by the Recipient with other parties: (a) for the subsequent transfer of real property acquired or improved under *(Name of Appropriate Program)*; and (b) for the construction or use of or access to space on, over or under real property acquired, or improved under *(Name of Appropriate Program)*.
8. That this assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property or interest therein or structures or improvements thereon, in which case the assurance obligates the Recipient or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or (b) the period during which the Recipient retains ownership or possession of the property.
9. The Recipient shall provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he delegates specific authority to give reasonable guarantee that it, other recipients, sub-grantees, contractors, subcontractors, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations and this assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this assurance.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, contracts, property, discounts or other Federal financial assistance extended after the date hereof to the Recipient Department of Transportation under the *(Name of Appropriate Program)* and is binding on it, other recipients, sub-grantees, contractors, subcontractors, transferees, successors in interest and other participants in the *(Name of Appropriate Program)*. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Recipient

Dated 11/29/2023

Southeast Michigan Council of Governments

(Recipient)

by  _____
(Signature of Authorized Official)

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

(1) Compliance with Regulations: The contractor shall comply with the Regulation relative to nondiscrimination in Federally-assisted programs of the Department of Transportation (hereinafter, "DOT") Title 49, Code of Federal Regulations, Part 21, as they may be amended from time to time, (hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

(2) Nondiscrimination: The Contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor shall not participate either directly or indirectly in the discrimination prohibited by section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.

(3) Solicitations for Subcontractors, Including Procurements of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Regulations relative to nondiscrimination on the grounds of race, color, or national origin.

(4) Information and Reports: The contractor shall provide all information and reports required by the Regulations or directives issued pursuant thereto, and shall permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the *(Recipient)* or the *(Name of Appropriate Administration)* to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the contractor shall so certify to the *(Recipient)*, or the *(Name of Appropriate Administration)* as appropriate, and shall set forth what efforts it has made to obtain the information.

(5) Sanctions for Noncompliance: In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the *(Recipient)* shall impose such contract sanctions as it or the *(Name of Appropriate Administration)* may determine to be appropriate, including, but not limited to:

- (a) withholding of payments to the contractor under the contract until the contractor complies, and/or
- (b) cancellation, termination or suspension of the contract, in whole or in part.

(6) Incorporation of Provisions: The contractor shall include the provisions of paragraphs (1) through (6) in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Regulations, or directives issued pursuant thereto.

The contractor shall take such action with respect to any subcontractor procurement as the *(Recipient)* or the *(Name of Appropriate Administration)* may direct as a means of enforcing such provisions including sanctions for noncompliance: Provided, however, that, in the event a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the contractor may request the *(Recipient)* to enter into such litigation to protect the interests of the *(Recipient)*, and, in addition, the contractor may request the United States to enter into such litigation to protect the interests of the United States.

APPENDIX B

A. The following clauses shall be included in any and all deeds effecting or recording the transfer of real property, structures or improvements thereon, or interest therein from the United States.

(GRANTING CLAUSE)

NOW, THEREFORE, the Department of Transportation, as authorized by law, and upon the condition that the *(Name of Recipient)* will accept Title to the lands and maintain the project constructed thereon, in accordance with *(Name of Appropriate Legislative Authority)*, the Regulations for the Administration of *(Name of Appropriate Program)* and the policies and procedures prescribed by *(Name of Appropriate Administration)* of the Department of Transportation and, also in accordance with and in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, SubTitle A, Office of the Secretary, Part 21, Nondiscrimination in federally assisted programs of the Department of Transportation (hereinafter referred to as the Regulations) pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the *(Name of Recipient)* all the right, Title and interest of the Department of Transportation in and to said lands described in Exhibit "A" attached hereto and made a part hereof.

(HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto *(Name of Recipient)* and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and shall be binding on the *(Name of Recipient)*, its successors and assigns.

The *(Name of Recipient)*, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person shall on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on over or under such lands hereby conveyed [,] [and]* (2) that the *(Name of Recipient)* shall use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, Department of Transportation, SubTitle A, Office of the Secretary, Part 21, Nondiscrimination in federally assisted programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended [,] and (3) that in the event of breach of any of the above-mentioned nondiscrimination conditions, the Department shall have a right to reenter said lands and facilities on said land, and the above described land and facilities shall thereon revert to and vest in and become the absolute property of the Department of Transportation and its assigns as such interest existed prior to this instruction.*

* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.

APPENDIX C

The following clauses shall be included in all deeds, licenses, leases, permits, or similar instruments entered into by the *(Name of Recipient)* pursuant to the provisions of Assurance 6(a).

The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add "as a covenant running with the land"] that in the event facilities are constructed, maintained, or otherwise operated on the said property described in this (deed, license, lease, permit, etc.) for a purpose for which a Department of Transportation program or activity is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) shall maintain and operate such facilities and services in compliance with all other requirements imposed pursuant to Title 49, Code of Federal Regulations, Department of Transportation, SubTitle A, office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations may be amended.

[Include in licenses, leases, permits, etc.]*

That in the event of breach of any of the above nondiscrimination covenants, *(Name of Recipient)* shall have the right to terminate the [license, lease, permit, etc.] and to re-enter and repossess said land and the facilities thereon, and hold the same as if said [licenses, lease, permit, etc.] had never been made or issued.

[Include in deed.]*

That in the event of breach of any of the above nondiscrimination covenants, *(Name of Recipient)* shall have the right to reenter said lands and facilities thereon, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of *(Name of Recipient)* and its assigns.

The following shall be included in all deeds, licenses, leases, permits, or similar agreements entered into by *(Name of Recipient)* pursuant to the provisions of Assurance 6(b).

The (grantee, licensee, lessee, permittee, etc., as appropriate) for himself, his personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds, and leases add "as a covenant running with the land") that (1) no person on the ground of race, color, or national origin shall be excluded from participation in, denied the benefits of, or he otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over or under such land and the furnishing of services thereon, no person on the ground of, race, color, or national origin shall be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) shall use the premises in compliance with all other requirements imposed by or pursuant to Title 49, Code of Federal Regulations. Department of Transportation, SubTitle A, Office of the Secretary. Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation - Effectuation of Title VI of the Civil Rights Act of 1964), and as said Regulations may be amended.

[Include in licenses, leases, permits, etc.]*

* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.

That in the event of breach of any of the above nondiscrimination covenants, (Name of Recipient) shall have the right to terminate the [license, lease, permit, etc.] and to reenter and repossess said land and the facilities thereon, and hold the same as if said [license, lease, permit, etc.] had never been made or issued.

[Include in deeds]*

That in the event of breach of any of the above nondiscrimination covenants, (*Name of Recipient*) shall have the right to reenter said land and facilities there-on, and the above described lands and facilities shall thereupon revert to and vest in and become the absolute property of (*Name of Recipient*) and its assigns.

* Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to effectuate the purposes of Title VI of the Civil Rights Act of 1964.

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2023-2024**

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