

Houma-Thibodaux Metropolitan Planning Organization

Unified Planning Work Program

SFY 2016/2017

Effective: July 1, 2016

FHWA: H972216; H.972216.1

FTA: LA-80-0026; PL80-55-17

Prepared by:

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Federal Transit Administration

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Acronyms and Abbreviations

Acronym	Full Name
ADA	Americans with Disabilities Act
AMPO	Association of Metropolitan Planning Organizations
CMS	Congestion Management System
CTST	Community Traffic Safety Team
DOTD	Louisiana Department of Transportation and Development
EPA	Environmental Protection Agency
FHWA	Federal Highway Administration
HTMPO	Houma-Thibodaux Metropolitan Planning Organization
FTA	Federal Transit Administration
FY	Fiscal Year
GIS	Geographical Information System
GPC	General Planning Consulting Services
CHSTP	Coordinated Human Services Transportation Plan
LS	Louisiana Statute
SCPDC	South Central Planning and Development Commission
SCRSC	South Central Regional Safety Coalition
ITS	Intelligent Transportation System
L RTP	Long Range Transportation Plan
MAP-21	Moving Ahead for Progress in the 21 st Century Act
MOVES	Motor Vehicle Emissions Simulator
MPO	Metropolitan Planning Organization
MTP	Metropolitan Transportation Plan
PEA	Planning Emphasis Area
PEPP	Project Evaluation and Prioritization Process
PC	Policy Committee
PPP	Public Participation Plan
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
SFY	State Fiscal Year
SHSP	Strategic Highway Safety Plan
TAC	Technical Advisory Committee
TBD	To Be Determined
TDM	Travel Demand Management
TEA-21	Transportation Equity Act for the 21st Century
TIP	Transportation Improvement Program
TPCG	Terrebonne Parish Consolidated Government
TSM	Transportation System Management
UPWP	Unified Planning Work Program

Record of Adoption

Table 1: Record of Adoption

Number	Approval Date	Description
1	March 10, 2016	Recommended by Technical Advisory Committee
2	April 28, 2016	Adopted by the Policy Committee

Houma-Thibodaux Urbanized Area
Metropolitan Planning Organization
Policy Committee

(Adopting the 2016-2017 Unified Planning Work Program for the Houma-Thibodaux Urbanized Area MPO)

WHEREAS, the South Central Planning and Development Commission (SCPDC) is the designated Metropolitan Planning Organization for the Houma-Thibodaux Urbanized area; and

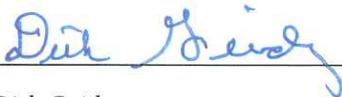
WHEREAS, the Metropolitan Planning Organization is charged with the overall responsibility of preparing the Unified Planning Work Program that served to successfully coordinate and integrate transportation planning efforts with other comprehensive planning activities at both the state and local levels; and

WHEREAS, SCPDC, acting in its capacity as the designated Metropolitan Planning Organization, has given thorough review and consideration to the 2016-2017 Unified Planning Work Program; and

WHEREAS, the Technical Advisory and Transportation Policy Committees have fulfilled their obligations to review and make recommendations regarding the content of the 2016-2017 Unified Planning Work Program;

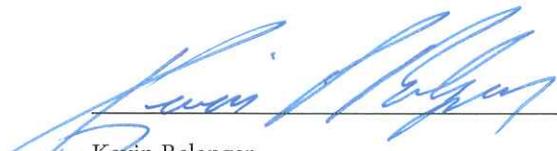
NOW THEREFORE BE IT RESOLVED that the Transportation Policy Committee, acting in its capacity as the designated decision making body for the Metropolitan Planning Organization, does hereby approve and adopt the 2016-2017 Unified Planning Work Program for the Houma-Thibodaux Urbanized Area.

THIS RESOLUTION BEING VOTED ON AND ADOPTED this 28th day of April, 2016.



Dirk Guidry
MPO Policy Committee Chairman

ATTEST:



Kevin Belanger
CEO, South Central Planning and Development Commission

Introduction

Purpose and Programs

The Unified Planning Work Program (UPWP) is a contractual document that describes the coordinated transportation-planning program to be undertaken within the Houma-Thibodaux Urbanized Area. These planning activities are the joint responsibility of the Louisiana Department of Transportation and Development (DOTD) and the Houma-Thibodaux Urbanized Area Metropolitan Planning Organization (SCPDC).

Under Federal planning guidelines the MPO is required to submit a work program that highlights transportation planning projects into broadly categorized planning activities and explains the funding for each activity for a fiscal year. This is done through a document called the UPWP. The funding is provided through the State of Louisiana (DOTD) from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). FHWA funds are provided at an 80/20 match ratio, with 80% of the total funds provided by Federal funds and 20% provided by Local. The FTA funds are provided at an 80/20 ratio with 80% being Federal and 20% being Local.

The financial support for these planning activities is provided by the Federal Highway Administration, the Federal Transit Administration, the Louisiana Department of Transportation and Development, the Terrebonne Parish Consolidated Government, the Lafourche Parish Government, the city of Thibodaux, the Town of Lockport, the Assumption Parish Police Jury, and the Village of Napoleonville. The development and implementation of the Unified Planning Work Program is required under federal law 23 CFR 450.334 (a) and 23 CFR 450.308 (c) for urbanized areas with populations greater than 50,000.

Administration

MPO staff will continue to closely monitor legislative activities. The federal transportation act (MAP-21) was passed in 2012. Guidelines identified in the act will be implemented into the MPO's planning process.

The Houma-Thibodaux Urbanized Area MPO will continue to promote regional coordination by partici-

pating in local, regional and state organizations. These include the South Central Planning and Development Commission, Louisiana Planning Council, Louisiana Department of Transportation and Development, Federal Highways Administration, Federal Transit Administration, the Terrebonne Parish Consolidated Government, the Lafourche Parish Government, the city of Thibodaux, the Town of Lockport, the Assumption Parish Police Jury, the Village of Napoleonville, and other agencies that discuss transportation issues.

Data

MPO staff will maintain the traffic count program. All traffic count data is made available on the SCPDC and HTMPO websites (www.scpdc.org, www.htmppo.org), allowing the viewer and staff to use updated technology that offers the ability to present the counts in an interactive format.

Transportation Improvement Program (TIP)

MPO staff will continue to amend and develop the TIP for submission to the Louisiana Department of Transportation and the STIP. This document will be available in a PDF format on the HTMPO website. All amendments and administrative modifications to this document will be processed as necessary and posted to the website as well. The purpose of this guidance is to provide information on funding, project selection, eligible activities, and specific requirements.

Metropolitan Transportation Plan (MTP)

MPO staff will continue to amend and develop the 2040 MTP. The plan was adopted in May of 2015 and will be amended as needed. This document will be available in a PDF format on the HTMPO website. All amendments and administrative modifications to this document will be processed as necessary and posted to the website as well. The purpose of this guidance is to provide information on funding, project selection, eligible activities, and specific requirements.

Coordinated Human Services Transportation Plan (CHSTP)

Beginning in FY 2007, the Federal Transit Administration (FTA) under the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users

(SAFTEA-LU) requires that projects selected under the New Freedom (5317), Elderly Individuals and Individuals with Disabilities (5310), and Job Access Reverse Commute (JARC) (5316) programs be “derived from a locally developed, coordinated public transit-human services transportation plan.” In addition, FTA regulations on the Rural Transportation Program (5311) require that these projects also be selected from a coordinated plan. According to these new regulations, the coordinated plan should be “developed through a process that includes representatives of public, private, and nonprofit transportation and human services providers and participation by the public.”

In 2007, SCPDC, in coordination with the public and local service providers, developed the CHSTP. The MPO will continue to hold quarterly meetings with the CHSTP committee to facilitate a coordinated effort between the service providers.

Air Quality Planning

The Houma-Thibodaux MPO is currently meeting ozone attainment readings. Ozone attainment status will continue to be monitored in FY 2016-2017. In April 2013, the HTMPO requested and was granted admittance to the EPA's Ozone and PM 2.5 Advance Program. HTMPO continues to update and implement the region's “Path Forward” plan for the HTMPO which was submitted to EPA Region 6 in August 2013.

Public Involvement

Legislation such as the Intermodal Surface Transportation Efficiency Act of 1991, the Clean Air Act Amendments of 1990, the Americans with Disabilities Act, Transportation Equity Act for the 21 Century (TEA 21), SAFETEA-LU, and the more recent MAP-21 has not only placed new demands on local governments, but has also given them new vehicles for development. One vehicle is an enhanced community involvement role in the planning process. The nation's Metropolitan Planning Organizations (MPO) have been charged with enriching the transportation planning process with greater public awareness and involvement.

For FY 2017, public involvement efforts will focus on continuing to administer and development MPO website, MPO email list, and to follow the *Public Participa-*

tion Plan in all planning efforts.

Adopted by the Policy Committee on January 27, 2011, the *Public Participation Plan* of the HTMPO will be used for the transportation planning activities for in the Urbanized Area. The program will provide opportunities for citizens to contribute ideas and voice opinions, early and often, during preparation of draft plans and programs. Of utmost importance to our *Public Participation Plan* is that it offers information, education and participation to the citizens affected by our planning efforts.

Because regional planning is enhanced by increased public involvement, a strong communication channel is necessary between the public and the decision-makers. Federal legislation such as MAP-21 underline the need for an increase in the public's ability to affect what decisions are being made in their community. By increasing the dialogue between the decision-makers and the public, better plans, which include the citizens as stakeholders, will be produced. The HTMPO looks to enhance the public's role as partners in transportation planning. Early knowledge about transportation changes is a goal of the HTMPO.

Systems Planning

MAP-21 Compliance and Planning Factors

In 2012, the federal government enacted the highway bill, MAP-21 (Moving Ahead for Progress in the 21st Century). The HTMPO will continue to implement the planning factors of MAP-21 and to be in compliance with all MAP-21 requirements. The HTMPO will work cooperatively with FHWA, FTA and the DOTD to ensure all requirements of MAP-21 are being implemented and followed. As a whole, the FY 2016-2017 UPWP addresses all eight planning factors; however, each task varies in the number of factors it addresses. Table 5 reflects the relationship between the tasks and the planning factors that are addressed.

The 2016-2017 UPWP addresses a number of interrelated transportation issues aimed at maintaining a continuing, cooperative, and comprehensive planning process in the Urbanized Area. These issues are outlined in the SAFETEA-LU. The purpose of SAFETEA-LU is “to

develop a National Intermodal Transportation System that is economically efficient, environmentally sound, and provides the foundation for the nation to compete in the global economy, and will move people and goods in an energy-efficient manner.” Of major emphasis in this legislation is to provide states and local governments more flexibility in determining transportation solutions, whether transit or highways, and to provide enhanced planning and management system tools to guide them in the decision making process.

Factors Considered In The Planning Process

Under the MAP-21 legislation, the MPO has the continued responsibility of preparing and maintaining the long-range Metropolitan Transportation Plan, the Transportation Improvement Program, and the Unified Planning Work Program. This year’s work program represents a continuation of the strategic planning process described in last year’s work program. The focus continues to be on maintaining, improving, and utilizing the information resources collected by the MPO in the day-to-day transportation decision-making process. This MPO shall annually certify to the FHWA and the FTA that the planning process is addressing the major issues facing the area and being conducted in accordance with applicable requirements described in 23 CFR 450.308 and 23 CFR 450 Part 334 (a). In addition, the Unified Planning Work Program will address the eight planning factors identified in MAP-21 that must be considered by MPO’s in developing transportation plans and pro-

grams. These factors are outlined in Table 2.

Planning Emphasis Areas

In addition, FHWA and FTA have established three planning emphasis areas (PEA). The PEAs are planning topical areas that the US DOT has directed MPO’s to begin developing into their work programs. These PEAs include:

- **MAP-21 Implementation:** Specifically, the transition to performance based planning and programming. This involves the development and implementation of a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes.
- **Models of Regional Planning Cooperation:** Promote cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning. This is particularly important where more than one MPO or state serves an urbanized area or adjacent urbanized areas. This cooperation could occur through metropolitan planning agreements that identify how the planning process and planning products will be coordinated, through the development of joint planning products, and/or by other locally determined means. Coordination across MPO and across state boundaries includes the coordination of transpor-

Eight National Planning Factors

- | | |
|--|--|
| <ol style="list-style-type: none"> 1. Support the economic vitality of the United States, the States, and metropolitan areas, especially by enabling global competitiveness, productivity, and efficiency. 2. Increase the safety of the transportation system for motorized and non- motorized users. 3. Increase the security of the transportation system for motorized and non- motorized users. 4. Increase the accessibility and mobility options available to people and for freight. | <ol style="list-style-type: none"> 5. Protect and enhance the environment, promote energy conservation, and improve quality of life. 6. Enhance the integration and connectivity of the transportation system, across and between modes throughout the State, for people and freight. 7. Promote efficient system management and operation. 8. Emphasize the preservation of the existing transportation system. |
|--|--|

tation plans and programs, corridor studies, and projections across adjacent MPO and state boundaries. It also includes collaboration among state DOT, MPOs, and operators of public transportation on activities such as: data collection, data storage and analysis, analytical tools, and performance based planning.

- **Ladders of Opportunity:** Access to essential services – as part of the transportation planning process, identify connectivity gaps in access to essential services. Essential services include housing, employment, health care, schools/education, and recreation. This emphasis are could include MPO and state performance measures and analytical methods to measure the transportation system's connectivity to essential services and the use of this information to identify gaps in transportation system connectivity that preclude access of the public, including traditionally under-served populations, to essential services. It could also involve the identification of solutions to address those gaps.

More detail on how the HTMPO will address these PEAs can be found on page 40.

Public Review/Title VI

For the development of this UPWP, timely coordination and solicitation from other agencies and the public were included. The UPWP draft was made available to the TAC on December 10, 2015 and the PC on January 26, 2016. The MPO drafts and agendas were distributed via email and posted on the MPO website for the public to review. The MPO meetings were held in a public venue. Public comment was offered at the TAC and PC meetings. Review copies were sent to the appropriate agencies and made available on the World Wide Web at www.htmppo.org for easy public access and information. All comments received were addressed and revisions were made where appropriate. In general, all agency plans and programs comply with the public involvement provisions of Title VI which states:

“No persons in the United States shall, on grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.”

The final UPWP was complete with its public involvement process and approved by the PC on April 28, 2016.

Level of Planning Effort

The task projects outlined in this UPWP respond to Houma-Thibodaux Urbanized Area's need for transportation planning services that provide continuing, cooperative and comprehensive planning services. The objectives of the various local government comprehensive plans are considered and incorporated into the overall transportation system. Work products will be produced not only by MPO staff but through consultant services as needed and support from the Parish (county), local governments, DOTD, FHWA, FTA and other agencies.

Organization and Management

Participants

Policy Committee (PC): The MPO Policy Committee is comprised of representatives of the local affected governments, the Louisiana Department of Transportation and Development, Federal Transit Administration, and the Federal Highway Administration. This Committee serves as the policy decision-making board governing all aspects of the planning process, transportation plans and projects, and policy actions of the MPO. Membership of this committee is governed by agreement between the affected local governments and the Governor of Louisiana, and is reviewed periodically to ensure adequate representation of all parties. Under 23 CFR 450.310 (d) (k), MPOs are not limited in membership and encourage expansion.

Members consist of a 12 member voting and 1 non-voting body with representation as follows:

- Assumption Parish Police Jury (1)
- City of Thibodaux (1)
- DOTD District Office No.2 (1)
- Lafourche Parish Government (2)
- Terrebonne Parish Consolidated Government (5)
- Town of Lockport (1)
- Village of Napoleonville (1)

Non-Voting

FHWA Louisiana Regional Representative (1)

Object 1: HTMPO Management Process (Committees and Staff)

Policy Committee

Voting Members

Dirk Guidry	Chairman	Councilman	TPCG
Tommy Eschette	Vice Chairman	Mayor	City of Thibodaux
Al Marmande		Councilman	TPCG
Arlanda Williams		Councilman	TPCG
Chris Morvant		District 02 Administrator	LA DOTD
Christa Duplantis-Prather		Councilman	TPCG
Corey Perilloux		Councilman	Lafourche Parish
Gordon Dove		President	TPCG
James Cantrelle		President	Lafourche Parish
Martin Triche		President	Assumption Parish Police Jury
Paul Champagne		Mayor	Town of Lockport
Ron Animashaun		Mayor	Village of Napoleonville

Non-Voting Member

Chandra Bondzie			FHWA
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Technical Advisory Committee

Assumption Parish

- Parish Manager
- Public Works Director

City of Thibodaux

- Grants Director
- Public Works Director

FHWA

- Transportation Planner

DOTD

- District Operations Engineer (Houma)
- Planning and Programing
- Public Transportation Administrator
- Traffic Engineer (Houma)

Lafourche Parish

- Chamber of Commerce

- Grants Director
- Planning Department
- Project Manager
- Public Works Director

Town of Lockport

- Mayor

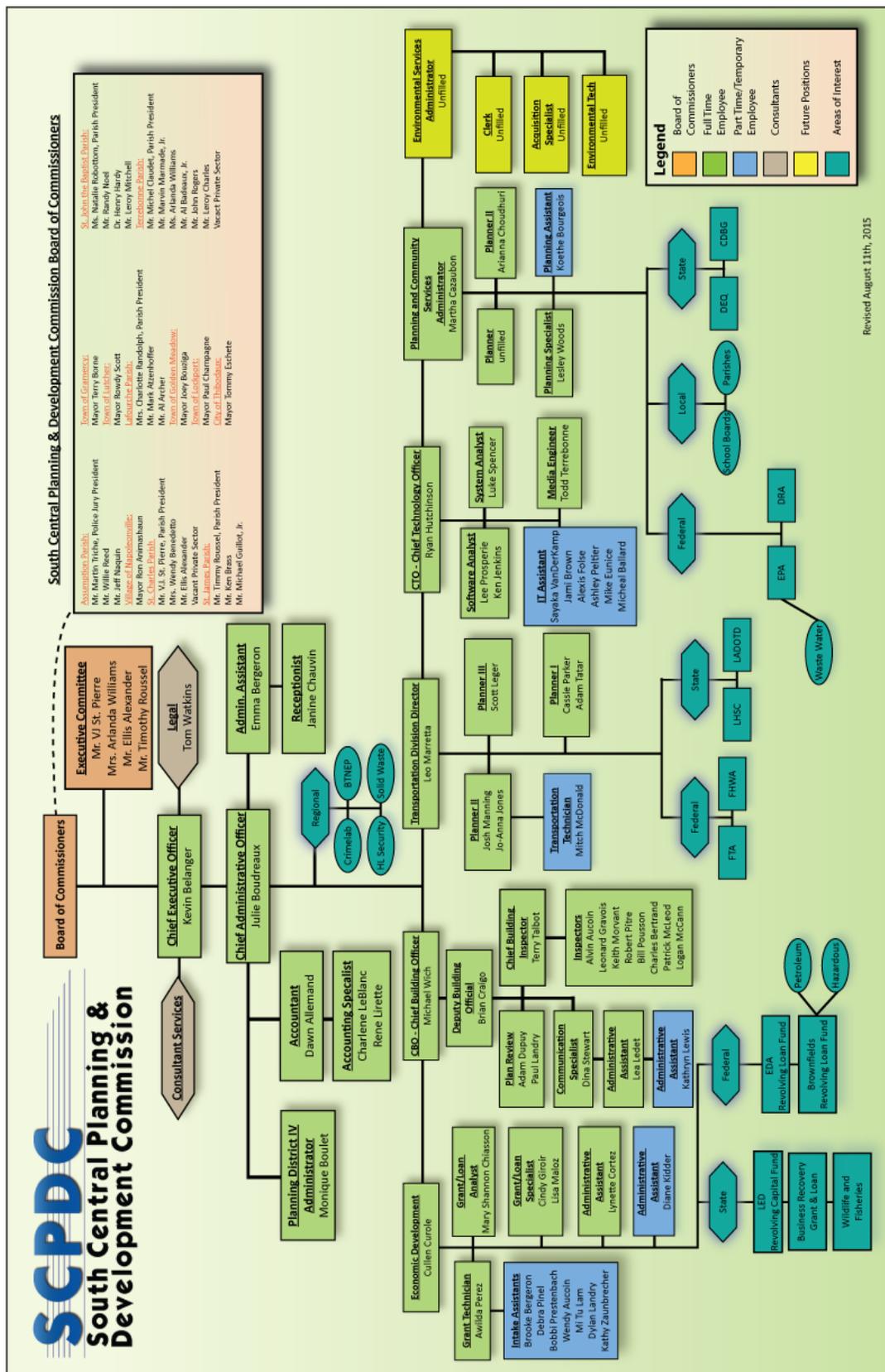
TPCG

- Chamber of Commerce
- Economic Development Authority
- Engineering
- Planning and Zoning
- Public Transit
- Public Works
- Roads and Bridges

SCPDC/MPO Staff

Kevin Belanger	CEO	Cassie Parker	Planner I
Leo Marretta	MPO Administrator	Adam Tatar	Planner I
Scott Leger	Planner III	Mitch Mcdonald	Technician
Joshua Manning	Planner II		

Object 2: SCPDC Organizational Chart



Technical Advisory Committee (TAC): The MPO Technical Advisory Committee is comprised of local and state technical and professional personnel knowledgeable in the transportation field. This committee is responsible for providing guidance and recommendations to the Transportation Policy Committee on transportation plans, programs, and projects. Complete TAC membership is documented in **Object 1**.

MPO Staff: SCPDC serves as the professional, technical staff of the HTMPO. Staff facilitates meetings, makes recommendations to the TAC and PC, prepares technical reports and planning documents, and gather and analyze data that assist the TAC and PC in the decision-making process. A summary of the provided support services SCPDC provides to the MPO is documented in **Table 2**.

Agreements

Planning and funding assistance is provided by the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA) and the Louisiana Department of Transportation and Development (DOTD). The SCPDC Board of Directors provides local matching funds. The MPO has executed agreements with state and local government and agencies to promote a comprehensive, continuous, coordinated planning process. Contracts have been authorized by the MPO to provide services in support of MPO operations.

Operational Procedures & Bylaws

SCPDC was created by state legislation in 1978. This organization provides economic development planning services to the seven-parish area of Assumption, Lafourche, St. Charles, St. James, St. John the Baptist, St. Mary, and Terrebonne Parishes and the municipal gov-

Table 2: MPO Staff - Support Services for Administration of the Houma-Thibodaux MPO

<p>Transportation Planning</p> <ul style="list-style-type: none"> • Bike and Pedestrian Planning • Committees Coordination • Congestion Management • GIS/Mapping • Metropolitan Transportation Plan • MPO Administration • Public Involvement • Safety Planning • Traffic counting • Traffic Modeling • Transportation Improvement Program • Web Design 	<p>Transit Planning</p> <ul style="list-style-type: none"> • Committee Coordination • Coordinated Human Services Transportation Plan • GIS/Mapping • Metropolitan Transportation Plan • MPO Administration • Public Involvement • Transportation Improvement Program • Web Design
<p>Finance and Administration</p> <ul style="list-style-type: none"> • Annual Reports • Contract Administration • Office Administration • Public Involvement • Unified Planning Work Program • Web Design 	<p>Office/Clerk Services</p> <ul style="list-style-type: none"> • Committees Coordination • File Management • Mailings/Database Management • Meeting Agendas and Minutes • Public Involvement

Houma-Thibodaux Metropolitan Planning Organization

ernments included in those five parishes. SCPDC was also designated by the Governor as the Metropolitan Planning Organization (MPO) for the urbanized area of Terrebonne, Lafourche, and Assumption Parishes, including the cities of Houma, Thibodaux, the town of Lockport, and the village of Napoleonville. As such, by-

laws governing the MPO were adopted on June 15, 2000 and have been amended several times since, most recently in January of 2016. This document references this sub-area of the Commission and describes the planning tasks associated with the transportation system in the urban area only.

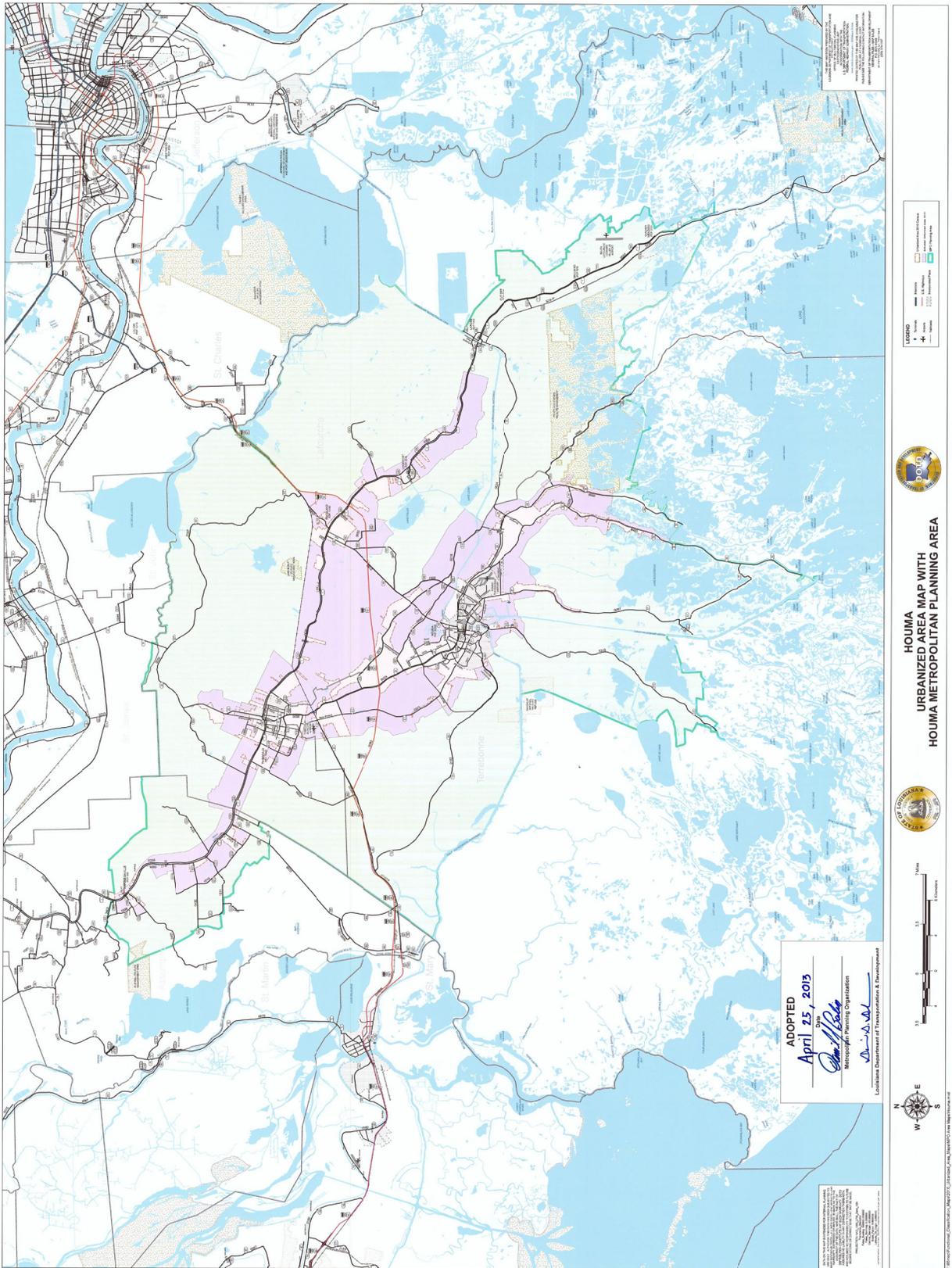
Table 3: Eight Planning Factors Cross-Referenced with UPWP Tasks

	Factor 1	Factor 2	Factor 3	Factor 4	Factor 5	Factor 6	Factor 7	Factor 8
FTA 1						•	•	•
FTA 2				•	•	•	•	
FTA 3		•	•	•	•	•	•	
FTA 4			•	•	•	•		
FTA 5		•	•	•	•	•	•	•
FTA 6				•	•	•	•	
FHWA 1								
FHWA 2	•	•	•	•	•	•	•	•
FHWA 3	•	•	•	•	•	•	•	•
FHWA 4	•	•	•	•	•	•	•	•
FHWA 5		•	•	•	•	•	•	•
FHWA 6	•	•	•	•	•	•	•	•
FHWA 7	•	•	•	•	•	•	•	•
FHWA 8	•	•	•	•	•	•	•	•

Planning Factor Descriptions

Factor 1: Economic Development	Support the economic vitality of the metropolitan areas, especially by enabling global competitiveness, productivity, and efficiency
Factor 2: Safety	Increase the safety of the transportation system for motorized and non-motorized users
Factor 3: Security	Increase the security of the transportation system for motorized and non-motorized users
Factor 4: Accessibility/Mobility	Increase the accessibility and mobility of people and freight
Factor 5: Quality of Life	Protect/enhance the environment/quality of life/promote consistency between transportation improvement and growth
Factor 6: Connectivity	Enhance the integration and connectivity of the transportation system across and between modes for people and freight throughout the State
Factor 7: Management and Operations	Promote efficient system management and operation
Factor 8: System Preservation	Emphasize the preservation of the existing transportation system

Object 3: MPO Boundary Map



Section 1: Transit Element (FTA)

This section described the tasks to be completed in order to achieve the HTMPO's transit planning goals as defined in the *The Road to 2040: The Metropolitan Transportation Plan for the Houma-Thibodaux Region*. FTA tasks also comply with the nationally mandated planning factors as described in **Table 3**.

A summary of federal, state, and local expenditures on the identified FTA tasks are located in **Table 4**. The following pages document the purpose, methodology and work product of each task

Road to 2040 Transit Goals:

- To improve access to the region's transit network
- To improve the efficiency of the region's transit network
- To increase the coverage of the region's transit network
- To increase the ridership of the region's transit system

Road to 2040 Environmental Goal:

- To enhance the performance of the transportation system while protecting and enhancing the natural environment

Table 4: Summary of Federal Transit Administration Expenditures

Task	Description	FTA	Local Match	State	Total
1	Program Administration	\$ 7,077.48	\$ 4,269.37	\$ -	\$ 21,346.85
2	Long-Range System Level Planning	\$ 9,013.12	\$ 2,253.28	\$ -	\$ 11,266.39
3	Long-Range Project Level Planning	\$ 7,115.62	\$ 1,778.90	\$ -	\$ 8,894.52
4	Short-Range Transit Planning	\$ 4,743.75	\$ 1,185.94	\$ -	\$ 5,929.68
5	Transportation Improvement Program	\$ 9,487.49	\$ 2,371.87	\$ -	\$ 11,859.36
6	CHSTP	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00
	Total	\$47,437.45	\$11,859.36	\$ 10,000.00	\$ 69,296.81

* FTA funds are provided at an 80/20 ratio with 80% being Federal and 20% being Local.

FTA Task 1: Program Support and Financial Administration

FTA Task 1		Funding Sources:												
Task Title: Program Support and Financial Administration		FY 16-17						Total						
	FTA	\$17,077.48						\$17,077.48						
	DOTD	-						-						
	Responsible Agency: HTMPO	Local	\$4,269.37						\$4,269.37					
	Total	\$21,346.85						\$21,346.85						
Work Task Schedule	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
	2016						2017							

Purpose

To provide efficient administration of the planning and work program with regards to operations of the public transportation systems within the HTMPO area. To provide a well trained staff to perform the services required of the MPO. Expansion of staff abilities through training seminars and workshops.

Previous Work

Prepared the UPWP, preparation and management of Coordinated Human Services Transportation Plan, preparation of monthly financial reports, requisitions, and progress reports; attendance at state and federal-sponsored workshops; coordination of the Technical Advisory and Policy Committee meetings; general administrative duties resulting in the orderly continuation of the transit planning process.

Implementation of 2040 Goals

Goal 1: Public outreach and public meetings will help staff identify areas of insufficient access.

Goal 2: Agency coordination and staff training should involve methods of improving the efficiency of transit service.

Goal 3: Public outreach and public meetings will help staff identify areas in need of transit service.

Goal 4: Public outreach and public meetings will promote the region's transit service and encourage citizens to use the service.

Methodology/Activities

- **General program assistance.** Grant administration, fiscal management, personnel management, and audit requirements.
- **Comply with FTA/LADOTD contract.** Assist in the preparation of certifications and reports, including financial status reports and the triennial review process.
- **Prepare the UPWP.** Prepare and submit the Certifications and Assurances documentation to insure compliance with all Applicable Federal statutes, regulations, executive orders, and Federal requirements.
- **Staff training and education.** Staff attends various federal and state meetings and travels to related training opportunities, including but not limited to the Louisiana Public Transit Conference and the Rural Transit Conference.
- **Coordinating and hosting public meetings** related to public transportation
- **Agency Coordination** with FTA, LADOTD, and local officials to discuss planning program and activities.
- **Public outreach.** Meeting with civic organizations, non-profits, individuals, and anyone else that expresses interest in learning more about the process and specific projects

Work Product

An administrative process to carry out the work program in a timely and efficient manner; a planning process, including UPWP, MTP and TIP, which meet the requirements of Section 134 (Title 23, U.S. Code) and Section 5303 (Title 49, U.S. Code).

FTA Task 2: Long-Range System Planning

FTA Task 2		Funding Sources:											
Task Title: Long-Range System Planning								FY 16-17			Total		
		FTA						\$9,013.12			\$9,013.12		
	Responsible Agency: HTMPO	DOTD						-			-		
		Local						\$2,253.28			\$2,253.28		
		Total						\$11,266.39			\$11,266.39		
Work Task Schedule	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
	2016						2017						

Purpose

Provide assistance with comprehensive, long-range system level planning to project and measure future demand for public transportation

Previous Work

Developed long-range planning variables to assist in future decision-making.

Implementation of 2040 Goals

Goal 1: Identification of new population and employment centers needing transit is the first step in providing access to the transit network for those areas.

Goal 2: Exploring other potential transit alternatives and researching and implementation of innovative transit products improve existing service without the need for increased operations.

Goal 3: Identification of new population and employment centers needing transit is the first step in expanding the region's transit service area.

Goal 4: Identification of new population and employment centers needing transit is essentially the identification of potentially new riders. ITS and other innovative improvements will help the system attract choice riders.

Additional MTP 2040 Goals

Environmental Goal: Lowering emissions by either moving riders to transit from a personal vehicle and by looking for alternatives to lower the transit systems overall emissions rate both enhances the transportation system and protects the natural environment.

Methodology/Activities

- **Identification of population centers** requiring additional transportation
- **Demographic and employment forecasts**
- Investigate the **potential for transit alternatives** within the planning area
- Research and develop **innovative transit products** such as ITS improvements, smart phone apps, etc.
- Improve the utilization of the existing transit system
- Investigate potential for **lowering region's emissions** via transit service
- Investigate potential to **lowering emissions** produced by region's transit service
- Attendance at associated conferences, workshops, and training sessions hosted by the FTA, Louisiana Public Transit Association, or similar agencies

Work Product

Locally derived information base, including detailed studies, indicating the direction of growth most suitable for the transit system.

FTA Task 3: Long-Range Project Level Planning

FTA Task 3		Funding Sources:											
Task Title: Long-Range Project Level Planning								FY 16-17			Total		
		FTA						\$7,115.62			\$7,115.62		
		DOTD						-			-		
	Responsible Agency: HTMPO	Local						\$1,778.90			\$1,778.90		
		Total						\$8,894.52			\$8,894.52		
Work Task Schedule		Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
		2016						2017					

Purpose

To provide the comprehensive long-range planning of facility and capital equipment purchases for the transit system. To ensure adequate capital equipment and facilities necessary to operate the system at projected demand levels.

Previous Work

Listing and proper budgeting of capital projects in the TIP. Identified capital equipment and facilities required and identified alternatives.

Implementation of 2040 Goals

Goal 1: Sidewalk and accessibility inventories will help to ensure that bus stops (and thus, transit service) are accessible. MPO staff should encourage transit providers to purchase only ADA compliant vehicles.

Goal 2: New and/or well-maintained vehicles are essential to an efficient transit operation.

Goal 3: Any potential increase in coverage area requires and increase in capital expenditures. MPO staff will help ensure that the needs of any expanded service areas are met with appropriate capital purchases.

Goal 4: New and/or well-maintained capital equipment and facilities with amenities can help attract choice riders.

Methodology/Activities

- **Identification of capital equipment and facilities** required and identify alternatives
- Ensure capital requirements are budgeted and included in the **Transportation Improvement Program**
- Ensure capital requirements are budgeted and included in the **Metropolitan Transportation Plan**
- Conduct **Sidewalk and Accessibility Inventories** and prepare analysis and recommendations especially as related to existing bus stops.

Work Product

- An up-to-date Transportation Improvement Program that identifies necessary capital improvements
- An up-to-date Metropolitan Transportation Plan that identifies necessary capital improvements
- Database of needed capital improvements near transit stops

FTA Task 4: Short-Range Transit Planning

FTA Task 4		Funding Sources:											
Task Title: Short-Range Project Transit Planning		FY 16-17						Total					
	FTA	\$4,743.75						\$4,743.75					
	DOTD	-						-					
	Responsible Agency: HTMPO	Local						\$1,185.94					
	Total	\$5,929.68						\$5,929.68					
Work Task Schedule	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
	2016						2017						

Purpose

To respond to immediate needs in route development and changes to service.

Previous Work

Assisted with system and route performance monitoring. Provided recommendations to transit management.

Implementation of 2040 Goals

Goal 1: Meetings will help staff identify areas of insufficient access.

Goal 2: Task primarily functions as a way to improve transit service with existing resources.

Goal 3: Task responses to requests for expanded transit service.

Goal 4: Transit system may attract new riders via positive changes to service.

Methodology/Activities

- Assist with system and route **performance monitoring**.
- **GIS analyses** of potential ridership in a designated area
- **Provide recommendations** to transit management in response to observed performance and/or requests for service alterations and expansion.

Work Product

- An up-to-date Transportation Improvement Program that identifies necessary capital improvements
- An up-to-date Metropolitan Transportation Plan that identifies necessary capital improvements
- Database of needed capital improvements near transit stops

FTA Task 5: Transportation Improvement Plan

FTA Task 5		Funding Sources:											
Task Title: Transportation Improvement Plan								FY 16-17			Total		
	FTA							\$9,487.49			\$9,487.49		
	DOTD							-			-		
	Local							\$2,371.87			\$2,371.87		
	Total							\$11,859.36			\$11,859.36		
Responsible Agency: HTMPO													
Work Task Schedule	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
	2016						2017						

Purpose

To ensure the obligation of federal funds and to continue the operation of the transit system. To provide project development for future implementation

Previous Work

Continued transit element update of the TIP for operations and capital expenditures.

Implementation of 2040 Goals

The Transportation Improvement Plan is a federally mandated document that must be in place for any planning or transit service to take plus. It is a requirement for achieving all stated goals.

Methodology/Activities

- **Develop transit elements** of the TIP for approval by the Technical Advisory and Policy Committees.
- Provide **administrative duties** necessary to change the TIP when new or changing financial decisions are made at the local level.
- **Coordinate with DOTD** to facilitate subsequent updates to keep the STIP current and accurate.

Work Product

Implementation of the transit system operations without disruption. Compliance with applicable federal requirements for financial accountability.

FTA Task 6: Coordinated Human Services Transportation Plan

FTA Task 6		Funding Sources:											
Task Title: Coordinated Human Services Transportation Plan		FY 16-17										Total	
	FTA	-										-	
	DOTD	\$10,000										\$10,000	
	Local	-										-	
	Total	\$10,000										\$10,000	
Responsible Agency: HTMPO													
Work Task Schedule	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
	2016						2017						

Purpose

To identify the transportation needs of individuals with disabilities, older adults, and individuals with limited incomes, lays out strategies for meeting these needs, and prioritizes services for funding and implementation

Previous Work

Developed the CHSTP, held quarterly meetings with human services agencies and transit providers, collected information on transportation services offered in the region, and provided input to FTA funding for certain funding sources.

Implementation of 2040 Goals

Goal 1: Identification of immediate accessibility needs.

Goal 2: Coordination potentially improves efficiency in service. Can eliminate duplication of services where they exist.

Goal 3: The task does not include “expanding coverage” as many most providers utilize demand-response service.

Goal 4: Improving efficiency may enable more riders to partake of offered services.

Methodology/Activities

- Hold **quarterly meetings** with the human service agencies that provide or have clients that need transportation services in the region
- **Collect information** on the transportation system in the region.
- **Maintain the region’s CHSTP**
- **Provide input** to the statewide selection process for 5310, 5311, 5316, and 5317 funding

Work Product

- A well maintained Coordinated Human Services Transportation Plan
- Four quarterly meetings

Section 1: Highway Element (FHWA)

This section described the tasks to be completed in order to achieve the HTMPO's planning goals as defined in the *The Road to 2040: The Metropolitan Transportation Plan for the Houma-Thibodaux Region*. FHWA tasks also comply with the nationally mandated planning factors as described in **Table 3**.

A summary of federal, state, and local expenditures on the identified FHWA tasks are located in **Table 5**. The following pages document the purpose, methodology and work product of each task

Road to 2040 Infrastructure Goals:

- To maintain the infrastructure system in a state of good repair.
- To improve the efficiency of the surface transportation system.
- To achieve a significant reduction in congestion on the region's roadways.

Road to 2040 Bicycle and Pedestrian Goals:

- To promote the use of bicycle and pedestrian facilities.
- To improve safety for pedestrian and bicycle users.
- To improve access for pedestrian and bicycle users.

Road to 2040 Safety Goal:

- To achieve a significant reduction in traffic fatalities and serious injuries on all public roads, as specified in the South Central Regional Highway Safety Plan.

Road to 2040 Security Goal:

- To increase the security of the transportation system for motorized and non-motorized users by collaborating with various stakeholders, such as Emergency Preparedness, Homeland Security, EMS, DOTD, parish officials, transit providers, and law enforcement. The goal is to ensure consistency among emergency relief and disaster preparedness plans and strategies and policies that support homeland security (including awareness and response to potential terrorist activity, natural disasters, roadway incidents and closures, and environmental, technological and radiological hazards) and safeguard the personal security of all motorized and non-motorized users.

Road to 2040 Environmental Goal:

- To enhance the performance of the transportation system while protecting and enhancing the natural environment

Road to 2040 Freight and Economic Vitality Goal:

- To improve the region's freight network, strengthen the ability of the region to access national and international trade markets, and support local economic development.

Road to 2040 Alternative Funding Goals:

- To identify creative and alternative methods of funding local projects.

Table 5: Summary of Federal Transit Administration Expenditures

Task	Description	FHWA	Local Match	State	Total
1	Public Outreach	\$35,227.70	\$8,806.92	\$ -	\$44,034.62
2	Document Preparation	\$21,136.62	\$5,284.15	\$ -	\$26,420.77
3	Data Compilation and Analysis	\$70,455.40	\$17,613.85	\$ -	\$88,069.25
4	Local Technical Assistance	\$28,182.16	\$7,045.54	\$ -	\$35,227.70
5	Regional Coordination	\$48,144.52	\$12,036.13	\$ -	\$60,180.65
6	Training	\$31,704.93	\$7,926.23	\$ -	\$39,631.16
7	Safety Program			\$150,000.00	\$150,000.00
	Total	\$234,851.32	\$58,712.83	\$150,000.00	\$293,564.15

* FHWA funds are provided at an 80/20 ratio with 80% being Federal and 20% being Local.

FHWA Task 1: Public Outreach

FHWA Task 1		Funding Sources:												
Task Title: Public Outreach		FY 16-17						Total						
	FHWA	\$35,227.70						\$35,227.70						
	DOTD	-						-						
	Responsible Agency: HTMPO	Local	\$8,806.92						\$8,806.92					
	Total	\$44,034.62						\$44,034.62						
Work Task Schedule	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
	2016						2017							

Purpose

To allow the public opportunity to comment, review, and give input on the planning process. To collect ideas and identify transportation needs throughout the planning area. To ensure the MPO complies with the *Public Participation Plan*.

Previous Work

Quarterly public meetings related to MPO activities. Public review of planning documents, including the UPWP, the TIP, and the MTP. Community meetings and outside speaking engagements. A functional website and social media accounts with up-to-date information. Providing maps and other data to the public.

Implementation of 2040 Goals

Infrastructure: The public outreach process allows the MPO gather input on needed roadway improvements.

Bicycle and pedestrian: The public outreach process give the MPO a venue to promote and educate the public on bicycle and pedestrian facilities. It also allows the MPO to gather input on needed infrastructure improvements.

Safety: The public outreach process gives individuals opportunity to alert decision makers to potential roadway hazards.

Security: The public outreach process ensures stakeholders tasked with the security of public assets are aware of and involved in the planning process.

Environmental: The public outreach process gives the

MPO a venue to educate the public and elected officials on environmental topics such as NAAQS. Gives the MPO opportunity to gather input on the natural environment.

Freight and Economic Vitality: The public outreach process ensures stakeholders freight movement and other economic activity are aware of and involved in the planning process.

Methodology/Activities

- Quarterly Policy Committee meetings
- Quarterly Technical Advisory Committee meetings
- Public review process for the adoption and amendment of the UPWP, TIP, and MTP
- Presentations to local governments and elected officials
- Presentations to community and industry groups
- Community meetings
- Maintaining an active web presence including website and social media
- Providing maps and other data to the public
- Travel, lodging, and meals associated with this task
- Applicable equipment associated with this task

Work Product

Quarterly public meetings related to MPO activities. Public review of planning documents, including the UPWP, the TIP, and the MTP. Community meetings and outside speaking engagements. A functional website and social media accounts with up-to-date information. Providing maps and other data to the public.

FHWA Task 3: Document Preparation

FHWA Task 3		Funding Sources:												
Task Title: Document Preparation		FY 16-17						Total						
	FHWA	\$21,136.62						\$21,136.62						
	DOTD	-						-						
	Responsible Agency: HTMPO	Local	\$5,284.15						\$5,284.15					
	Total	\$26,420.77						\$26,420.77						
Work Task Schedule	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
	2016						2017							

Purpose

To ensure that quality, readable, visually attractive, and informative documentation is created on MPO planning activities.

Previous Work

Developed the UPWP, TIP, and MTP. Developed documents related to other transportation activities including technical memorandum and reports. Developed a regional Bicycle and Pedestrian Plan.

Implementation of 2040 Goals

Infrastructure: TIP and MTP are required for any road improvement. These documents identify improvements and funding sources to occur in the next 4 (TIP) and 25 (MTP) years.

Bicycle and pedestrian: Documentation of bicycle and pedestrian issues identified during the public outreach and data collection tasks.

Environmental: Documentation of environmental concerns identified during the public outreach and data collection tasks.

Freight and Economic Vitality: Documentation of freight and other economic issues identified during the public outreach and data collection tasks.

Methodology/Activities

- Topical research
- Data analysis associated with the completion of the document
- Writing, graphic design, and document layout
- Printing, binding, and the mailing or delivery of the document to stakeholders and area libraries
- Travel, lodging, and meals associated with this task
- Applicable equipment associated with this task

Work Product

Task primarily results in a completed UPWP, TIP, MTP, and PPP. Other documents may be completed as needed including, but not limited to, documentation of bicycle and pedestrian, environmental, or freight related studies. Documentation may also be in the form of technical memorandums and reports.

FHWA Task 4: Data Compilation and Analysis

FHWA Task 4		Funding Sources:												
Task Title: Data Compilation and Analysis												FY 16-17		Total
		FHWA										\$70,455.40		\$70,455.40
		DOTD										-		-
	Responsible Agency: HTMPO	Local										\$17,613.85		\$17,613.85
		Total										\$88,069.25		\$88,069.25
Work Task Schedule	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
	2016						2017							

Purpose

To collect, clean, and analyze various data that can be used to inform the transportation decision-making process.

Previous Work

Collection and analysis of relevant and useful transportation and land-use data.

Implementation of 2040 Goals

Infrastructure: The data collection and analysis process helps the MPO identify needed roadway improvements.

Bicycle and pedestrian: The data collection and analysis process helps the MPO identify needed bicycle and pedestrian infrastructure improvements.

Safety: The data collection and analysis process helps the MPO identify needed roadway safety improvements.

Environmental: The data collection and analysis process helps the MPO identify areas of environmental concern.

Freight and Economic Vitality: The data collection and analysis process helps the MPO identify roadways involved in freight activity. The data collection and analysis process helps the MPO identify major and minor economic nodes within the planning area.

Methodology/Activities

- Data collection and cleaning
- Projection of population and socio-economic activity
- Travel demand modeling
- GIS analysis
- Traffic counting and turning movement collection
- Collection of building permits and other land-use data
- Collection of crash reports
- Interaction with local addressing database process for use in conjunction with land-use and housing analysis
- Attendance at meetings pertaining to data sources
- Travel, lodging, and meals associated with this task
- Applicable equipment associated with this task

Work Product

An up-to-date informational database of relevant and useful transportation planning data.

FHWA Task 5: Local Technical Assistance

FTA Task 5		Funding Sources:												
Task Title: Local Technical Assistance												FY 16-17	Total	
												FHWA	\$28,182.16	\$28,182.16
												DOTD	-	-
	Responsible Agency: HTMPO											Local	\$7,045.54	\$7,045.54
											Total	\$35,227.70	\$35,227.70	
Work Task Schedule		Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
	2016							2017						

Purpose

To assist jurisdictions with project-level planning and implementation. To provide technical assistance to local jurisdictions in regards to basic data collection and analysis, recommendations for the proper use of traffic control devices on roadways and intersections, improving safety on area roadways by the provision of traffic engineering services, and to improve understanding and compliance with current traffic engineering principles.

Previous Work

Provided reports to responsible government agencies with recommendations for the proper use of traffic control devices on roadways and intersections. Provided assistance to local governments to improve understanding and compliance with current traffic engineering principles. Completion of Stage 0 documentation. Completion of scopes for planning studies.

Implementation of 2040 Goals

Infrastructure: Assist local governments to improve the infrastructure and efficiency of local roads. Conduct feasibility studies for improvements for use of Urban System funds.

Bicycle and pedestrian: Assist local governments to improve bicycle and pedestrian infrastructure on local roads through application to the Transportation Alternative Program, Safe Routes to School program, and Recreational Trails program. Conduct feasibility studies for improvements for use of Urban System funds.

Safety: Encourage local governments to use appropriate safety counter measures by identification of high crash areas.

Environmental: Ensure feasibility studies identify areas of environmental concern.

Freight and Economic Vitality: The public outreach process ensures stakeholders freight movement and other economic activity are aware of and involved in the planning process.

Methodology/Activities

- Preparation of reports
- Data, GIS, and TDM modeling analysis
- Meeting with local government officials
- Securing funding for and obtain federal and state permissions required to contract for traffic engineering services in order to respond to specific needs within the MPO on a case by case basis.
- Grant applications
- Feasibility studies (Stage 0)
- Developing project scopes
- Project management such as attendance at specific project related meetings, kick-off meetings, environmental and other project stages
- Travel, lodging, and meals associated with this task
- Applicable equipment associated with this task

Work Product

- Written reports and analysis to responsible government agencies
- Completed grant applications

FHWA Task 6: Regional Coordination

FTA Task 6		Funding Sources:												
Task Title: Regional Coordination		FY 16-17						Total						
	FHWA	\$48,144.52						\$48,144.52						
	DOTD	-						-						
	Responsible Agency: HTMPO	Local	\$12,036.13						\$12,036.13					
	Total	\$60,180.65						\$60,180.65						
Work Task Schedule	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun		
	2016						2017							

Purpose

To coordinate with other regional, statewide, and, in some cases, nationwide planning and transportation-related professional associations, councils, and work groups. To keep the MPO apprised of ongoing trends and to coordinate across regions in order to better planning efforts.

Previous Work

Involvement with regional and statewide professional associations, councils, and work groups including, but not limited to the LPC, LAGIS, the freight advisory council, and the regional safety coalition.

Implementation of 2040 Goals

Infrastructure: Participation with the safety coalition, Incident Management, and freight advisory council allows the MPO opportunity to gather data on deficient, inefficient, and poorly maintained roadways. Participation with the LPC, APA, AMPO, and LAGIC gives the MPO opportunity to learn of new data sets and methods to determine transportation needs in the region.

Bicycle and pedestrian: Participation with the regional safety council provides opportunities to improve bicycle and pedestrian safety.

Safety: Participation with the regional safety council allows the MPO opportunity to improve highway safety.

Security: Participation with the Incident Management work group gives the MPO opportunity to improve the security of the highway network.

Environmental: Participation with future air-quality work groups gives the MPO opportunity to partici-

tion in the lowering of emissions.

Freight and Economic Vitality: Participation with the Louisiana Freight Advisory Council allows the MPO to stay current on the state's freight plan, opportunity to network with regional freight movers, and to advocate for local freight related projects.

Alternative funding: Participation with LPC, APA, AMPO, and the Freight Advisory Council gives the MPO opportunity to learn of innovative, alternative methods of funding projects and planning studies.

Methodology/Activities

- Participation with the Louisiana Planning Council,
- Participation with the American Planning Association
- Participation with the Association of Metropolitan Planning Organizations
- Participation with the regional safety coalition
- Participation with local air-quality work groups
- Participation with the Louisiana GIS Council
- Participation with the Louisiana's Freight Advisory Council
- Participation with Incident Management work group
- Travel, lodging, and meals associated with this task
- Applicable equipment associated with this task

Work Product

Involvement with regional and statewide professional associations, councils, and work groups including, but not limited to the LPC, LAGIS, the freight advisory council, and the regional safety coalition.

FHWA Task 7: Training

FTA Task 7		Funding Sources:											
Task Title: Training Responsible Agency: HTMPO		FY 16-17						Total					
	FHWA	\$31,704.93						\$31,704.93					
	DOTD	-						-					
	Local	\$7,926.23						\$7,926.23					
	Total	\$39,631.16						\$39,631.16					
Work Task Schedule	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
	2016						2017						

Purpose

To provide a well trained staff to perform the services required of the MPO. Expansion of staff abilities through training seminars and workshops.

Previous Work

Attendance at training seminars and workshops.

Implementation of 2040 Goals

Education and training opportunities are applicable to all stated goals.

Methodology/Activities

- Attendance at FHWA, DOTD, and LPC conferences and workshops
- Attendance at LA GIS conference and workshops
- Attendance at Gulf Region ITS conference and workshops
- Attendance at conferences and workshops offered by the American Planning Association (APA and LA APA)
- Attendance at AMPO conferences and workshops
- Attendance at conferences and workshops offered by the Center for Planning Excellence
- Attendance at conferences and workshops hosted by the Louisiana Municiple Association and/or the Local Technical Assistance Program
- Participation in relevant webinars and online training courses
- Hosting various workshops
- Travel, lodging, and meals associated with this task
- Applicable equipment associated with this task

Work Product

Attendance at training seminars and workshops.

FHWA Task 8: Safety Program

FTA Task 8		Funding Sources:											
Task Title: Safety Program Responsible Agency: HTMPO		FY 16-17										Total	
	FTA	-										-	
	DOTD	\$150,000										\$150,000	
	Local	-										-	
	Total	\$150,000										\$150,000	
Work Task Schedule	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
	2016						2017						

Purpose

To develop and maintain a transportation safety plan that integrates the 4E's (education, enforcement, engineering and emergency medical services) to address behavioral and infrastructure safety issues within the south central region of Louisiana.

Previous Work

The South Central Safe Community Partnership (SCSCP) was established in October 1999 through the Louisiana Highway Safety Commission's (LHSC) Safe Communities Program. Since then, this grant has been maintained to establish a yearly action plan designed to address the highway safety needs of the urbanized and rural areas. The committee was renamed to the South Central Regional Safety Coalition in 2014. This coalition developed the South Central Regional Transportation Safety Plan (SCRTSP), adopted on October 26, 2011.

Implementation of 2040 Goals

Infrastructure: Participation with the safety coalition, allows the MPO opportunity to gather data on deficient, inefficient, and poorly maintained roadways.

Bicycle and pedestrian: Participation with the regional safety coalition provides opportunities to improve bicycle and pedestrian safety.

Safety: Participation with the regional safety coalition provides the MPO to opportunity to improve highway safety.

Methodology/Activities

- Data Program
- GIS analysis
- Team-building
- Marketing
- Education
- Attendance at all safety-related meetings
- Safety assessment program
- Partner or participate in safe routes to school, transportation enhancements, the local road safety program, the implementation of the Louisiana's complete streets policy, recreational trails and other bicycle/pedestrian programs
- General account reporting and clerical
- Travel, lodging, and meals associated with this task
- Applicable equipment associated with this task

Work Product

- Implementation of the *South Central Regional Transportation Safety Plan*
- Providing a guide/policy for local agencies to obtain mini-grants to support the safety programs in their communities
- Increasing coalition membership, expanding advocacy-marketing-education efforts, and implementing statewide safety initiatives

Appendix A

Planning Emphasis Areas

As mentioned earlier in this document, the FHWA and FTA have established three planning emphasis areas (PEA). The PEAs are planning topical areas that the US DOT has directed MPO's to begin developing into their work programs. These PEAs include:

MAP-21 Implementation

Specifically, the transition to performance based planning and programming. This involves the development and implementation of a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes.

The HTMPO is still awaiting federal and state guidance on the best way to begin implementing performance measures into its current planning process. On the topic of performance measures, the FHWA's fact sheet states:

"Within 180 days of States or providers of public transportation setting performance targets ... MPOs [must] set performance targets in relation to the performance measures (where applicable). To ensure consistency, each MPO must, to the maximum extent practicable, coordinate with the relevant State and public transportation providers when setting performance targets. [§1201; 23 USC 134(h)(2)]."

Neither the state of Louisiana nor local transit providers have yet set performance targets. Therefore, the HTMPO will implement performance measures in conjunction with the performance targets established by the state and local transit providers once said targets are established.

The HTMPO's Metropolitan Transportation Plan has begun the shift towards including performance measures. While the plan includes no measures per say, the plan is a shift from a simple listing of projects to a strategic plan that includes goals and strategies. Eventually, these strategies will be assigned performance measures.

In anticipation of these measures, for the first time the MPO has inserted the goals established in the 2040 MTP planning process into this UPWP and has attempted to

tie each task to at least one specific goal. In the future, performance measures will be set that determines how or if each task is successful in achieving those goals.

In addition, the HTMPO participates in a region-wide highway safety coalition. This coalition has adopted a strategic highway safety plan that includes the use of performance measures to measure its success.

Models of Regional Planning Cooperation

Promote cooperation and coordination across MPO boundaries and across State boundaries where appropriate to ensure a regional approach to transportation planning. This is particularly important where more than one MPO or state serves an urbanized area or adjacent urbanized areas. This cooperation could occur through metropolitan planning agreements that identify how the planning process and planning products will be coordinated, through the development of joint planning products, and/or by other locally determined means. Coordination across MPO and across state boundaries includes the coordination of transportation plans and programs, corridor studies, and projections across adjacent MPO and state boundaries. It also includes collaboration among state DOT, MPOs, and operators of public transportation on activities such as: data collection, data storage and analysis, analytical tools, and performance based planning.

The HTMPO boundaries do not cross state boundaries, nor or they directly adjacent to another urban area. While not directly adjacent, both the Houma-Thibodaux urban area and the New Orleans urban area extend into Lafourche Parish.

The HTMPO is involved in the Louisiana Planning Council (LPC), which is an organization made up of all the MPOs in the state of Louisiana. The LPC meets regularly, giving MPOs the opportunity to coordinate on issues of regional significance.

The HTMPO participates in a region-wide highway safety coalition. This coalition is made up of members from Lafourche, St. John the Baptist and St. Charles parishes, which are located within the New Orleans urban area.

Ladders of Opportunity

Access to essential services – as part of the transportation planning process, identify connectivity gaps in access to essential services. Essential services include housing, employment, health care, schools/education, and recreation. This emphasis are could include MPO and state performance measures and analytical methods to measure the transportation system’s connectivity to essential services and the use of this information to identify gaps in transportation system connectivity that preclude access of the public, including traditionally under-served populations, to essential services. It could also involve the identification of solutions to address those gaps.

The HTMPO facilitates a Coordinated Human Services Transportation committee. One of the primary missions of this committee is to identify gaps in service to the identified areas.

The HTMPO is currently working to extend transit service in Lafourche Parish.

Appendix B

Certifications and Assurances

FTA FISCAL YEAR 2016 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2016 CERTIFICATIONS AND ASSURANCES FOR FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS

(Signature pages alternative to providing Certifications and Assurances in TrAMS)

Name of Applicant: *South Central Planning + Development Commission*

The Applicant agrees to comply with applicable provisions of Categories 01 – 23.

OR

The Applicant agrees to comply with applicable provisions of the Categories it has selected:

<u>Category</u>	<u>Description</u>	
01.	Required Certifications and Assurances for Each Applicant.	_____
02.	Lobbying.	_____
03.	Procurement and Procurement Systems.	_____
04.	Private Sector Protections.	_____
05.	Rolling Stock Reviews and Bus Testing.	_____
06.	Demand Responsive Service.	_____
07.	Intelligent Transportation Systems.	_____
08.	Interest and Financing Costs and Acquisition of Capital Assets by Lease.	_____
09.	Transit Asset Management Plan and Public Transportation Agency Safety Plan.	_____
10.	Alcohol and Controlled Substances Testing.	_____
11.	Fixed Guideway Capital Investment Grants Program (New Starts, Small Starts, and Core Capacity Improvement).	_____
12.	State of Good Repair Program.	_____
13.	Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs.	_____
14.	Urbanized Area Formula Grants Programs and Passenger Ferry Grant Program.	_____
15.	Seniors and Individuals with Disabilities Programs.	_____
16.	Rural Areas and Appalachian Development Programs.	_____
17.	Tribal Transit Programs (Public Transportation on Indian Reservations Programs).	_____
18.	State Safety Oversight Grant Program.	_____
19.	Public Transportation Emergency Relief Program.	_____
20.	Expedited Project Delivery Pilot Program.	_____
21.	Infrastructure Finance Programs.	_____
22.	Paul S. Sarbanes Transit in Parks Program.	_____
23.	Hiring Preferences	_____

FTA FISCAL YEAR 2016 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2016 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE
 (Required of all Applicants for federal assistance to be awarded by FTA and all FTA Grantees with an active Capital or Formula Award)

AFFIRMATION OF APPLICANT

Name of the Applicant: South Central Planning + Development Commission

Name and Relationship of the Authorized Representative: Kevin Belanger, CEO

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in federal fiscal year 2016, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Award for which it now seeks, or may later seek federal assistance to be awarded by FTA during federal fiscal year 2016.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute.

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature Kevin Belanger Date: 3/30/16

Name Kevin E. Belanger
 Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): _____

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature Tom Watkins Date: 3/30/16

Name Tom WATKINS
 Attorney for Applicant

Each Applicant for federal assistance to be awarded by FTA and each FTA Recipient with an active Capital or Formula Project or Award must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within FTA's electronic award and management system, provided the Applicant has on file and uploaded to FTA's electronic award and management system this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.