

# **SEDA-COUNCIL OF GOVERNMENTS**

## **UNIFIED PLANNING WORK PROGRAM**

# **UPWP**

**FISCAL YEAR 2025-2027**

**(July 1, 2025 through June 30, 2027)**

**FINAL**

**Adopted November 22, 2024**

## PUBLIC NOTICE

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For more information on the SEDA-COG MPO's Title VI program or the procedures to file a complaint pursuant to the nondiscrimination authorities covering the administration of its programs, please contact: Kristin McLaughlin, Title VI Compliance Officer, at 570-524-4491, TTY: 711, [kmclaughlin@seda-cog.org](mailto:kmclaughlin@seda-cog.org), 201 Furnace Road, Lewisburg, PA 17837.

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of the SEDA-COG MPO, should contact Kristin McLaughlin, ADA Coordinator, at 570-524-4491, TTY: 711, or [kmclaughlin@seda-cog.org](mailto:kmclaughlin@seda-cog.org), as soon as possible but no later than 48 hours before the scheduled event.

Complaints that a program, service, or activity of the SEDA-COG MPO is not accessible to persons with disabilities should be directed to: Kristin McLaughlin, ADA Coordinator, at 570-524-4491, TTY: 711, [kmclaughlin@seda-cog.org](mailto:kmclaughlin@seda-cog.org), 201 Furnace Road, Lewisburg, PA 17837.

## Language Taglines

### English

ATTENTION: If you speak another language, language assistance is available to you FREE OF CHARGE.  
Call 570-524-4491 (TTY: 711)

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Atención: Si habla español, tiene a su disposición servicios gratuitos de asistencia lingüística. Llame al  
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### 中文

注意：如果您講廣東話或普通話，您可以免費獲得語言援助服務。請致電 570-524-4491 (TTY :  
711)

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### Tiếng Việt

CHÚ Ý: Nếu bạn nói Tiếng Việt, có các dịch vụ hỗ trợ ngôn ngữ miễn phí dành cho bạn. Gọi số 570-524-  
4491 (TTY: 711)

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### 한국어

주의: 한국어를 사용하시는 경우, 언어 지원 서비스를 무료로 이용하실 수 있습니다. 570-524-4491  
(TTY: 711) 번으로 전화해 주십시오.

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### Deutsche

ACHTUNG: Wenn Sie Deutsch sprechen, erhalten Sie kostenlose sprachliche Unterstützungsdienste.  
Telefonnummer 570-524-4491 (TTY: 711).

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# SEDA-COG MPO FY 2025-2027 UPWP BACKGROUND

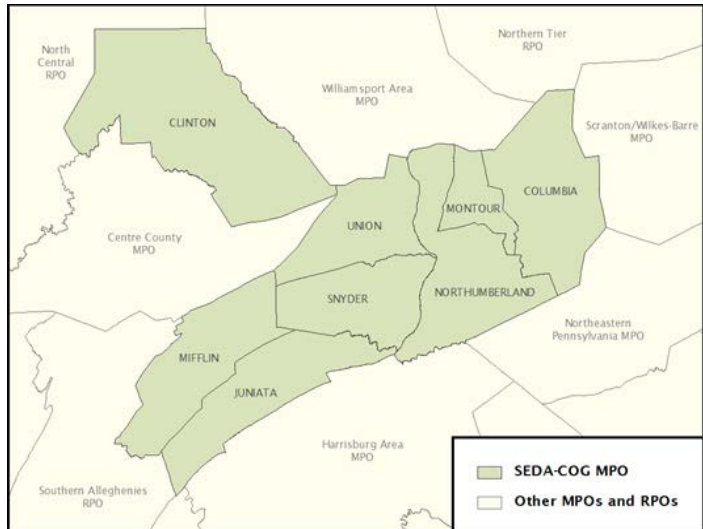
## PURPOSE

This Unified Planning Work Program (UPWP) lists the transportation planning activities to be completed by the SEDA-COG Metropolitan Planning Organization (MPO) between July 1, 2025 and June 30, 2027. This document is a required element of federal metropolitan transportation planning regulations. The UPWP equates to a statement of work identifying the planning priorities and activities to be carried out within the SEDA-COG MPO area. The UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds. In Pennsylvania, UPWPs are developed as 2-year programs. This UPWP effectively addresses the key regional transportation and land use issues facing the region. The program, however, is dynamic and may be modified to respond to any emerging priority issue or special need vital to the orderly growth and development of the SEDA-COG MPO region.

## INTRODUCTION

Federal law and regulations require that in all urbanized areas with a population of over 50,000 persons, local and state officials work together to maintain a continuous, cooperative, and comprehensive performance-based multi-modal transportation planning process. This federal mandate is carried out by a formal group called a Metropolitan Planning Organization (MPO), as per 23 CFR § 450.310.

The SEDA-COG MPO was designated by the Commonwealth of Pennsylvania in 2013. The SEDA-COG MPO is the official transportation planning organization for eight (8) central Pennsylvania counties: Clinton, Columbia, Juniata, Mifflin, Montour, Northumberland, Snyder, and Union. These 8 counties were formerly organized for transportation planning purposes as a Rural Planning Organization (RPO) designated by the Pennsylvania Department of Transportation, with essentially the same status and responsibilities as an MPO.



The SEDA-COG MPO works closely with the Pennsylvania Department of Transportation (PennDOT), local governments, area transit agencies, economic development entities, and other partners to identify and prioritize transportation improvement projects throughout the region. In executing its work, the MPO strives to fulfill its vision of providing a balanced transportation system for the maximum benefit of people, businesses, and communities.

## COMMITTEE STRUCTURE

The decision-making body of the SEDA-COG MPO is the Coordinating Committee, which is responsible for the transportation planning activities mandated in federal laws and regulations. The Coordinating

Committee meets six (6) times per year and has 17 voting members representing the following:

Voting members

Clinton County	Multi-modal Interests
Columbia County	Town of Bloomsburg
Juniata County	Borough of Berwick
Mifflin County	SEDA-COG Board of Directors
Montour County	SEDA-COG Transportation Program
Northumberland County	PennDOT District 2-0 Office (Clearfield)
Snyder County	PennDOT District 3-0 Office (Montoursville)
Union County	PennDOT Central Office (Harrisburg)
Transit Interests	

Non-voting members

- Federal Highway Administration (FHWA)
- Centre County MPO
- Williamsport Area Transportation Study MPO
- Harrisburg Area Transportation Study MPO
- Lackawanna/Luzerne Transportation Study MPO

A Technical Committee provides comments and recommendations to the Coordinating Committee in an advisory role. The Technical Committee is comprised of members from the same organizations represented on the Coordinating Committee and meets only on an as needed basis. Additional MPO committees include a Transportation Alternatives Project Review Committee, an Active Transportation Committee, and a Public Participation Panel. MPO staff have also supported a Central PA Transportation Coalition and a Fixed Route Transit Advisory Group that focused on transit issues.

**RESPONSIBILITIES**

The federal Infrastructure Investment and Jobs Act (Public Law No. 117-58), also known as the Bipartisan Infrastructure Law (BIL), is the current transportation authorizing legislation. The BIL continues almost all of the requirements that applied to the Metropolitan Planning Program under the FAST Act. Federal metropolitan planning regulations promulgated from the Act specify the roles and responsibilities of MPOs, including development of a Long-Range Transportation Plan (LRTP), a short-range Transportation Improvement Program (TIP), and public involvement efforts. The Act identifies 10 planning factors (see below) that must be considered in the metropolitan planning process. Planning activities identified in this UPWP and other MPO documents strive to incorporate these planning factors to create a safe, efficient, and modern regional transportation system. The table on page 3 lists which Planning Factors are addressed by the UPWP main task categories – Task 1: Plans and Programs; Task 2: Data, Tools and Analysis; Task 3: Administration; and Task S1: Local Technical Assistance Program (LTAP).

Federal Planning Factors

1. Support the economic vitality of the region, 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 for people and for freight.
5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
7. Promote efficient transportation system management and operations.
8. Emphasize the preservation of the existing transportation system.
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
10. Enhance travel and tourism.

Federal Planning Factors	UPWP Planning Tasks			
	Task 1	Task 2	Task 3	LTAP
Support the economic vitality of the region, especially by enabling global competitiveness, productivity, and efficiency.	X	X	X	
Increase the safety of the transportation system for motorized and non-motorized users.	X	X	X	X
Increase the security of the transportation system for motorized and non-motorized users.	X	X	X	
Increase the accessibility and mobility options available for people and for freight.	X	X	X	X
Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns.	X	X	X	X
Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.	X	X	X	X
Promote efficient transportation system management and operations.	X	X	X	X
Emphasize the preservation of the existing transportation system.	X	X	X	X
Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.	X	X	X	X
Enhance travel and tourism.	X	X	X	

The SEDA-COG MPO will monitor discussions and implement (when appropriate) final acts or rulemaking related to reauthorization of federal transportation legislation, in cooperation with and with guidance

provided by FHWA/FTA and PennDOT. The MPO will also monitor new transportation priorities and emphasis areas for the Presidential administration and U.S. Department of Transportation leadership.

### Pennsylvania Planning Finding

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) complete a joint review of Pennsylvania's Statewide Transportation Improvement Program (STIP) that is updated every two years. In September 2024, the FHWA and FTA approved the Pennsylvania FFY 2025-2028 STIP, which included the individual TIP for the SEDA-COG MPO. Based on their joint review, the FHWA and FTA also issued a STIP Planning Finding, which is designed to ensure that the STIP and TIPs are developed according to statewide and metropolitan transportation planning processes consistent with required statutory and regulatory planning provisions. The STIP Planning Finding highlights what works well and opportunities for improvement in a statewide or metropolitan transportation planning process.

There are three STIP Planning Finding categories: Corrective Actions, Recommendations, and Commendations. The FFY 2025-2028 STIP Planning Finding identified five Recommendations for continued improvement, which are summarized below:

1. PennDOT should take a comprehensive approach to safety by proactively identifying safety projects, utilizing the full Highway Safety Improvement Program (HSIP) annual apportionment, and integrating safety into projects. PennDOT should also schedule regular coordination meetings with FHWA and the Planning Partners to discuss obligation challenges for HSIP funds and identify opportunities to improve safety planning, programming, and project delivery.
2. PennDOT should work with the Planning Partners towards greater consistency between the Transportation Asset Management Plan (TAMP), the STIP/Twelve-Year Program (TYP), and regional MPO/RPO LRTPs. PennDOT should continue holding monthly coordination meetings to discuss asset management challenges, identify opportunities for improvement, and monitor progress in implementing the required changes needed for PennDOT to successfully integrate their Asset Management Systems more fully into project selection.
3. MPOs should begin the process of updating their Long-Range Transportation Plan (LRTP) at least 30 months in advance of the adoption deadline and schedule a coordination meeting with PennDOT District(s), PennDOT Central Office, FHWA, FTA, and other key partners to discuss the methodology, work tasks, budget, schedule, roles, and responsibilities for the LRTP update. PennDOT should consider ways it can further promote its LRTP Guidance (Pub. 575) to increase awareness and use of this resource, such as webinars and the sharing of effective practices.
4. PennDOT, the Planning Partners, and the Transit agencies should evaluate their Memorandums of Understanding/Memorandums of Agreement (MOUs/MOAs) as needed to ensure that the current documents include all required parties as signatories and identify the mutual responsibilities of all required parties in carrying out the metropolitan planning process in each region. The Planning Partners, PennDOT, and the providers of public transportation should periodically review and update these agreements, as appropriate, to reflect and account for changes in transportation planning requirements.
5. PennDOT, the Planning Partners, and Transit providers should identify ways to strengthen multimodal planning, communication, and collaboration. Planning Partners and Transit providers should, with assistance from PennDOT, evaluate their procedures for addressing how transit activities are correctly recorded and reflected in the TIPs and STIP, LRTP System Performance Reports, UPWPs and other planning documents.

### Local Planning Priorities

The SEDA-COG MPO adopted its current Strategic Plan in June 2024. The Strategic Plan is intended to guide the MPO's UPWP and Long-Range Transportation Plan (LRTP). Staff maintains an implementation progress tracker for the actions referenced in the Strategic Plan and works to optimally integrate the actions into the most current UPWP and LRTP versions. Objectives and actions included in the 2024 Strategic Plan focus on the following five priority areas:

- System Condition and Modernization
- Public and Stakeholder Engagement
- Intergovernmental Coordination
- Funding, Resources, and Capacity
- Data and Information

### Supporting Partners' Planning Activities

SEDA-COG MPO staff engages frequently with studies and plans being conducted within the 8-county MPO region by area planning partners, including PennDOT Districts, county planning departments, municipalities, transit operators, economic development agencies, recreation groups, etc. SEDA-COG MPO staff also coordinate regularly with adjacent MPOs/RPOs to plan for and address cross-cutting transportation issues. Listed below are primary studies/plans that MPO staff will monitor or participate in during FY 2025-27:

- Slide Studies for SR 120 in Clinton County and SR 1002 in Mifflin County
- Implementation of the Hogan Boulevard Drainage Improvements Study in Clinton County
- PennDOT District 3-0 Wetland Bank Studies
- Implementation of the Central Susquehanna Valley Thruway Special Impact Study and US Route 15 Corridor Improvements Study that were led by the Williamsport Area MPO
- US 522 and US 15 Roundabout Studies
- US 322 and US 15 Park and Ride Studies
- Studies related to I-99 designation and development in Clinton and Lycoming Counties
- Studies related to Local Bridge Bundles
- Studies related to Road Diets and other proven safety countermeasures
- Studies related to cultural and historic resources
- Clinton County Comprehensive Plan and Greenway Plan updates
- Studies and NEPA processes related to the State College Area Connector
- City of Shamokin Independence Street Streetscape Plan and Safe Streets and Roads for All Plan
- City of Lock Haven Active Transportation Plan
- Lewisburg Borough Safe Streets and Roads for All Plan
- East Buffalo Township Safe Streets and Roads for All Plan

### Long-Range Transportation Plan

A main responsibility of the SEDA-COG MPO is to prepare a Long-Range Transportation Plan (LRTP) that covers a minimum twenty-year horizon. The SEDA-COG MPO's Long-Range Transportation Plan (2021-2045) was adopted in June 2021. The LRTP presents a regional overview, strategic directions, trend evaluations, condition assessments, performance measures, and an implementation plan for ongoing

management and improvement of the transportation system serving the eight-county MPO region. The Plan's goals mirror the ten federal planning factors, with the following overarching vision:

“To create and maintain an integrated intermodal transportation system that facilitates the efficient and safe movement of people and goods while maintaining the region's character, enhancing the quality of life and economic vitality.”

#### Transportation Improvement Program

A second primary responsibility of the SEDA-COG MPO is to approve funding for highway, bridge, transit, and other transportation projects, through the adoption of a short-range Transportation Improvement Program (TIP). The TIP includes federal funds and state capital funds for specific projects over a four-year period, within specified limits of financial constraint. To be on the TIP, projects must also be consistent with the adopted LRTP. The SEDA-COG MPO works closely with member counties and PennDOT to develop and adopt the TIP, which is updated every two years. Ahead of each new TIP, MPO staff hold meetings with member counties, county bridge engineers, and PennDOT to review local bridge, safety, bike/ped, and other projects to prioritize for funding. The SEDA-COG MPO is currently operating under the 2025-2028 TIP, with a new 2027-2030 TIP scheduled to be adopted in June 2026 and become effective on October 1, 2026. The list of projects on the TIP is identical to the First Four Year segment of the Commonwealth of Pennsylvania's Twelve Year Program (TYP), which is developed at the same time as the TIP and adopted by the State Transportation Commission.

#### Coordinated Public Transit–Human Services Transportation Plan

Federal transit law requires that projects selected for funding under the Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310) Program be "included in a locally developed, coordinated public transit–human services transportation plan," and that the plan be "developed and approved through a process that included participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation and human services providers and other members of the public" utilizing transportation services. These coordinated plans identify the transportation needs of individuals with disabilities, seniors, and people with low incomes, provide strategies for meeting these needs, and prioritize transportation services for funding and implementation. In November 2024, the SEDA-COG MPO adopted an update to its Coordinated Public Transit–Human Services Transportation Plan, done as a joint plan with the Williamsport MPO.

#### Public Participation Plan

The Public Participation Plan (PPP) ensures that the SEDA-COG MPO's public involvement activities comply with applicable Federal and State transportation planning regulations. The PPP includes regional overview information and a framework of goals, objectives, and strategies for accomplishing an effective and compliant public participation process. The PPP includes procedures for implementing public involvement as well as indicators for evaluating the performance of the plan and suggesting future improvements. The PPP is reviewed and updated on a periodic basis, and a significant update was completed in 2022. The PPP specifies that draft plans and programs such as the LRTP and TIP must be made available for public review during a 30-day comment period, while the PPP itself must be made available for a 45-day comment period. The MPO is also required to hold at least one (1) public meeting for each plan during the respective public comment periods.

Title VI

The SEDTA-COG MPO is required to maintain and update a program of activities to address Title VI regulations, to ensure that no one is excluded from participation in, denied the benefits of, or subjected to discrimination on the basis of race, color, or national origin. A demographic analysis will be performed to further understand the community’s transportation needs and potential impacts of projects on the LRTP, TYP, and TIP. Existing techniques will be refined on an ongoing basis to improve analyses and communication between citizens, agencies, and the MPO. A Title VI Program and component Limited English Proficiency (LEP) Plan, last updated in 2022, work to prevent discrimination in the MPO’s programs and activities and facilitate meaningful access to the information and services provided by the SEDTA-COG MPO.

Plan/Activity Milestones

The table below reflects the milestone dates (as of November 2024) for major planning documents/requirements/core activities that are addressed by the SEDTA-COG MPO:

<b>Plan/Activity</b>	<b>Current Adopted or Completed Date</b>	<b>Next Adoption or Completion Due</b>	<b>Commence Update Work</b>
Unified Planning Work Program (UPWP)	11/17/2023	1/31/2025	7/1/2024
Long-Range Transportation Plan (LRTP)	6/25/2021	6/25/2026	1/1/2024
Transportation Improvement Program (TIP)	6/14/2024	6/30/2026	2/1/2025
Public Participation Plan (PPP)	6/10/2022	6/10/2025	1/1/2025
Coordinated Public Transit Plan	11/22/2024	As needed	9/1/2028
Community Demographics Analysis for TIP Projects	4/10/2024	4/10/2026	10/1/2025
Title VI Program	6/10/2022	6/10/2025	1/1/2025
Limited English Proficiency Plan	6/10/2022	6/10/2025	1/1/2025
Middle Susquehanna Regional Bike/Ped Plan	5/17/2019	As needed	10/1/2024
LRTP Performance Measures Dashboard	7/10/2024	7/10/2025	3/1/2025
Local Technical Assistance Program (LTAP) Annual Report	8/13/2024	8/31/2025	7/1/2025
MPO Strategic Plan	6/14/2024	As needed	9/1/2028
Regional Operations Plan	9/17/2021		7/1/2024
Local Bridge Prioritization Scoring	9/15/2023		2/1/2025
Annual List of Federally Obligated Projects	12/7/2023	12/29/2024	10/1/2024
MPO Planning Process Review by FHWA/FTA/PennDOT	9/20/2019		PennDOT-led
Roadway Safety Reviews	11/22/2024		9/1/2026
Functional Classification Revisions	1/2/2020		7/1/2024

## STAFFING AND WORK PROGRAM DEVELOPMENT

Staff support for the SEDA-COG MPO is provided by SEDA-Council of Governments, in cooperation with PennDOT District 2-0, PennDOT District 3-0, and PennDOT Central Office. These organizations work together to prepare transportation plans and programs, propose project priorities, and complete technical studies to be used by the MPO Coordinating Committee to make policy decisions and fulfill its responsibilities.

The major policy decisions required of the MPO, and day-to-day work tasks completed by the SEDA-COG staff, are detailed in the UPWP. The UPWP is prepared by MPO staff, in cooperation with PennDOT and FHWA, and reviewed and adopted by the MPO Coordinating Committee. SEDA-COG staff began composing the FY 2025-2027 UPWP in July 2024; however, the UPWP is influenced by an array of collaborative meetings that staff attend throughout the year. A draft version of the FY 2025-27 UPWP was presented to the SEDA-COG MPO at its meeting on August 9, 2024. A coordination meeting with PennDOT and FHWA staff was held on September 3, 2024. The draft UPWP was sent to area transit operators and FTA staff for comment on September 4, 2024. A revised version of the UPWP was presented to the SEDA-COG MPO at its meeting on October 4, 2024. In addition to requesting input on the core tasks and descriptions, stakeholders were asked to submit any proposals for supplemental planning studies. Following discussion at the October 4<sup>th</sup> MPO meeting, the UPWP was submitted for review by PennDOT, FHWA, and FTA also on October 4, 2024. The finalized FY 2025-27 UPWP was adopted by the MPO Coordinating Committee on November 22, 2024, and subsequently submitted to PennDOT for approval. The MPO's resolution approving the FY 2025-27 UPWP was included as Exhibit 1.

Funding to complete the work tasks in the UPWP comes from the Federal Highway Administration, Federal Transit Administration, and the Pennsylvania Department of Transportation. The federal and state funds must be matched by local funds, which are primarily contributed by SEDA-COG, with occasional support from counties, municipalities, and other organizations for special studies. The federal and state funds are made available through a legal agreement and work orders executed by PennDOT and SEDA-Council of Governments, on behalf of the SEDA-COG MPO.

The following pages provide details about the transportation planning activities to be completed in Fiscal Years 2025-27. Major priorities to be worked on during this period include:

- Updating the MPO's Long-Range Transportation Plan (LRTP).
- Implementing and reporting on the priority actions included in the 2024 SEDA-COG MPO Strategic Plan.
- Implementing recommendations from the 2024 Electric Vehicle Charging Stations Study and Implementation Plan.
- Supporting the MPO Active Transportation Committee, updating the 2019 Middle Susquehanna Regional Bicycle and Pedestrian Plan, and implementing the MPO Complete Streets Policy.
- Supporting PennDOT in implementing the PennDOT Connects/Local Government Collaboration process, and helping local partners pursue funding opportunities for their planning objectives.
- Helping to implement recommendations from the 2021 CSVT Special Impacts Study and subsequent US 15 Corridor Improvements Study, in partnership with the Williamsport MPO.
- Evaluating the need for updates to the MPO's Title VI Program.
- Prioritizing local bridge candidates for the 2027 Transportation Improvement Program.
- Facilitating vanpool, shared ride, microtransit, or fixed-route transit studies/initiatives.

## FOR MORE INFORMATION

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The SEDA-COG MPO website may be accessed at:

<https://seda-cog.org/departments/transportation/seda-cog-metropolitan-planning-organization>

**SEDA-COG MPO FY 2025-27 UPWP**  
**Actions and Procedures**

The following tasks will be led and completed by SEDA-COG staff. If feasible, consultant assistance might be used for certain high priorities and studies. Supporting agencies for the below activities include PennDOT, FHWA, FTA, counties, municipalities, transit operators, and the SEDA-COG Joint Rail Authority.

**Task 1. Plans and Programs**

*Deliver a comprehensive, cooperative, and continuing (3-C) metropolitan transportation planning process for the SEDA-COG planning region, in accordance with the requirements of federal legislation, in partnership with PennDOT and under the guidance of the Federal Highway Administration and Federal Transit Administration.*

Plan Maintenance

- Long-Range Transportation Plan (LRTP)
  - Modify/amend the current LRTP as required. Maintain/update the current 2021 SEDA-COG LRTP as needed in accordance with the current federal transportation legislation requirements.
  - Continue the process of updating the current LRTP in advance of the June 2026 adoption deadline.
  - Coordinate with PennDOT, FHWA, and FTA on the development of transportation performance measures for both the LRTP and the TIP. (Continue to monitor performance measures for the SEDA-COG MPO region with an annual performance measures online dashboard.)
  - Utilize the Project Development PennDOT Connects/Local Government Collaboration meetings to initiate all new projects being considered for inclusion in the LRTP updates and the TIP/Twelve Year Program (TYP).
- Transportation Improvement Program (TIP)
  - Modify/amend the current TIP as required, according to the established TIP MOU provisions.
  - Complete Community Demographics Analysis for TIP projects.
  - Conduct county level meetings, also involving PennDOT District/Central Office and FHWA staff, to discuss candidate and carry-over projects for the 2027-2030 TIP update.
  - Consider and address any relevant findings as included in the FFY 2025-2028 STIP Approval and Federal Planning Finding.
  - In cooperation with PennDOT and transit operators, prepare the Annual Listing of Federally Obligated Projects for TIP Highway and Transit Projects, as required by federal regulation. Publish the listing on the MPO website annually by December 29<sup>th</sup>.
- Other Required Plan updates
  - Maintain additional plans required for the metropolitan transportation planning program, completing a regular review and update process in accordance with state and federal guidelines, including the following activities:

- Maintain the SEDA-COG Unified Planning Work Program (UPWP) and amend it as needed. Begin preparation of the FY 2027-2029 UPWP for the next update cycle in 2026 and adopt it by January 31, 2027.
- Maintain the joint Coordinated Public Transit–Human Services Transportation Plan for the Williamsport and SEDA-COG MPOs.
- Maintain the Title VI/Non-discrimination Policy and Title VI Program for the SEDA-COG MPO region and update as required.
- Ensure compliance with FTA Circular 4702.1B by submitting Title VI Program documents to PennDOT.
- Review and evaluate the effectiveness of the procedures and strategies in the MPO Public Participation Plan and update as needed.
- Review the Limited English Proficiency Plan and update as needed.
- Maintain the MPO Americans with Disabilities Act Grievance Procedures and identify the designated ADA Coordinator in MPO notices.
- Maintain and complete updates to locally developed planning products that support the metropolitan planning process, including the SEDA-COG MPO performance measures report, reporting on vehicle and people counts completed, the Strategic Plan for the MPO, the Middle Susquehanna Regional Bicycle and Pedestrian Plan, and annual reports for the LTAP program.
- Ensure coordination with local, county, and regional planning processes, including the development and maintenance of comprehensive plans, hazard mitigation plans, the SEDA-COG Comprehensive Economic Development Strategy, the PennDOT Regional Operations Plan, and other relevant planning efforts. Where requested or appropriate, share data and participate as a stakeholder or steering committee member to facilitate the completion of local plans.

### Planning Process

- Conduct regular meetings for the SEDA-COG MPO to allow for maintenance of the TIP, to keep members informed on the status of the program, on the availability of funding programs, to facilitate member and stakeholder input into the plans and projects at the MPO level, and facilitate coordination between state, regional, and local planning processes.
  - Where required or requested, facilitate regional scoring and prioritization processes to incorporate MPO member input.
  - Provide meeting notices, agendas, and packet materials not less than five working days prior to meetings and prepare the meeting minutes within 30 working days after the meetings.
- Maintain, develop, and present orientation materials for new SEDA-COG MPO members or those interested in receiving refreshers on transportation planning processes.
- Conduct county and municipal level meetings to identify local priorities for the 2027-2030 TIP update and discretionary programs, and as requested to provide information on plans, projects, or the planning process.
  - Maintain and update processes for project prioritization and identification of future projects for the TIP and LRTP.
  - Participate in meetings with municipalities to review TIP project priorities.

- Convene meetings and facilitate subcommittees in support of planning efforts.
  - Continue to support the Middle Susquehanna Active Transportation Committee and its Work Groups focused on bicycle and pedestrian related issues.
  - Continue to support the Transportation Alternatives Set-Aside Project Review Committee in its project evaluation work.
  - Continue to support public transportation advisory or planning groups as stakeholders for transit issues in the MPO region.
  - Provide regular updates on the activities of these groups to the MPO members.
- Where requested and as appropriate, attend regular meetings to provide input, gather information, identify opportunities for cooperation, and report on the activities of the MPO. Continue to participate in regular meetings for groups, including the following:
  - The SEDA-COG Board of Directors
  - The SEDA-COG Natural Gas Cooperative
  - The SEDA-COG Joint Rail Authority
  - The Greater Susquehanna Valley Chamber of Commerce Transportation Committee
  - The Clinton County Economic Partnership Transportation Committee
  - The rabbitransit People with Disabilities Advisory Committee
  - The Williamsport MPO Coordinating Committee
  - The Williamsport MPO Transit Advisory Committee
- Participate in workgroups, committees, and ad-hoc groups at the regional and statewide level in support of the planning process.
  - Participate in equal opportunity, non-discrimination, and DBE trainings offered by PennDOT, FHWA and FTA, as well as training for the Commonwealth's Small Business Procurement Initiative and the Small Diverse Business Program.
  - Participate in bi-monthly Planning Partners calls and annual meetings.
  - Participate in additional training sessions identified by PennDOT, such as sessions on bicycle/pedestrian facilities design, implementation of the PennDOT Connects Initiative, and implementation of the OMB Super Circular requirements.
  - Participate in a range of seminars, trainings, and conferences to maintain staff credentials, develop skill sets, and increase the state of the practice available to the transportation program.
- Provide technical assistance to PennDOT and other transportation providers as necessary. Assistance may come from non-traditional technical resources, such as county planning, academia, or other public or private planning expertise.
- Document land use planning activities within MPO planning processes and ensure coordination and consistency with respective Comprehensive Planning, Long-Range Transportation Plans, and related Freight plans. Initiate any changes in the process that may be identified as part of the documentation.
- Identify planning strategies to tie transportation facilities and services to broader opportunities.
- Utilize PennDOT's Extreme Weather Vulnerability Assessment to incorporate flooding resiliency into TIP projects, enhance County Hazard Mitigation Planning, and improve emergency preparedness. Use opportunities through the federal Promoting Resilient Operations for Transformative, Efficient, and Cost-Saving Transportation (PROTECT) program to fund studies and capital projects to increase transportation system resiliency. Consider developing a regional

#### Resilience Improvement Plan.

- Work with PennDOT and the PA Department of Environmental Protection to assist in implementing Pennsylvania's Climate Action Plan, as appropriate.
- Where appropriate, support the improvement of the National Highway Freight Network (NHFN), consisting of National Highway System (NHS) intermodal connectors, Critical Rural Freight Corridors and Critical Urban Freight Corridors in the region. Develop and enhance the visibility and effectiveness of freight planning in the MPO region through the LRTP, TIP, freight plans, and capturing regional freight inventories.
- Coordinate with FHWA, FTA, and PennDOT to integrate Planning and Environmental Linkages (PEL) as part of the transportation planning and environmental review processes.
- Work with resource agencies to evaluate the energy sector as related to asset management strategies in the MPO LRTP. Work with MPO members, SEDA-COG Natural Gas Cooperative members, adjoining counties, and other stakeholders to develop strategies and actions to expand utilization of Marcellus Shale gas.
- Support PennDOT, where appropriate, with implementation and information sharing for the Pennsylvania State Plan for the National Electric Vehicle Infrastructure (NEVI) formula program.
- Partner with PennDOT to advance opportunities to manage travel demand. Travel behavior change should be considered by supporting a broad range of commuting alternatives to single occupancy vehicle (SOV) travel.
- Integrate cultural resources into the MPO planning process with coordination through, and information from, FHWA and the PennDOT Environmental Policy and Development Division.
- Develop intergovernmental planning processes for multi-municipal, corridor-focused land-use/transportation assessments for targeted geographic areas. Planning activities should be initiated in collaboration with county, local and PennDOT District stakeholders and should be consistent with available program resources, PennDOT and MPO planning tools. Planning activities shall also be consistent with county, and to the greatest extent possible, municipal comprehensive plans. Planning activities should lead to better consideration of land-use priorities and transportation network operations in the selection and prioritization of highway, bridge, transit, bicycle/pedestrian, and multi-modal projects.
- Coordinate with state and local officials interested in transit feasibility studies, transit development plans, or related initiatives in the region and provide data, mapping, and reviews to support these efforts. Explore innovative options with PennDOT, transit operators, and human service agencies for meeting regular public transportation needs.
- Collaborate with rabbittransit on microtransit (Stop Hopper) service planning and potential expansion efforts.
- Consider subcontracting with individual transit operators for using federal transit planning funds.
- Collaborate with and monitor regular planning updates and meeting materials from surrounding MPOs (e.g., Williamsport, Centre County, Lackawanna-Luzerne, Harrisburg, and NEPA).
- Support staff development through relevant conferences, workshops, and seminars. Research, register for, and attend training events and activities to enhance the abilities of MPO staff to implement the activities described within this work program if not specifically identified within another task. Renew staff American Planning Association and AICP memberships.
- Leverage Association of Metropolitan Planning Organizations membership for training, research, news, and transportation planning best practices.

## Project Development and Delivery

Work with PennDOT Districts and MPO members to advance projects on the TIP and LRTP, and to identify candidate projects for future updates. Where needed, collaborate with MPO members to identify other funding sources for advancing local transportation projects.

- Support PennDOT in implementing the Project Development and Project Delivery Process to ensure that all projects are advancing, completed on time, and within budget. Participate in PennDOT Connects collaboration meetings; scoping field view meetings; design field view meetings; status, advisory committee, and public meetings; and other activities associated with ongoing project implementation. Provide context determinations and facilitate local input into the PennDOT Connects project screening forms and project development process. Assist PennDOT with completing Connects Project Initiation/Proposal Forms and attend Connects municipal outreach meetings on new TIP projects. Facilitate Connects technical assistance for area municipalities. Support implementing recent PennDOT Connects supplemental planning studies for Hogan Boulevard Bicycle/Pedestrian Improvements and Route 522 Corridor Improvements. Participate in PennDOT Connects Steering Committee meetings and virtual Drop-ins.
- Implement the Program Development and Project Delivery Process to improve efficiency of project implementation through sound land use/transportation/economic development linkages.
- Partner with PennDOT in developing strategies to advance to conclusion, modify, or implement plans and projects that are outside of the region's fiscal constraint based upon cash flow.
- Monitor and advance, in conjunction with PennDOT, non-traditional projects including Appalachian Regional Commission (ARC) Local Access Road projects or competitive discretionary grants identified or secured by the MPO, PennDOT and Transit operators.
- Participate in activities associated with planning, development, and delivery of projects advanced through the PennDOT and PA Department of Community and Economic Development Multimodal Transportation Fund (MTF) Programs.
- Work with PennDOT to promote public/private partnerships (P3s) and incentive/innovative financing opportunities in support of community and economic development.
- Identify and implement innovative financing mechanisms for major capital projects, such as the Pennsylvania Infrastructure Bank (PIB). Promote the PIB as a tool for financing transportation projects, including community reinvestment projects. Work with PennDOT to identify and support sustainable sources of revenue.
- Document a process to coordinate changes to the TIP and LRTP to ensure fiscal constraint, to strengthen the linkage between planning and programming, and to support the project delivery process.
- Participate in Transportation Impact Studies (TISs) and review of Highway Occupancy Permits (HOPs) to ensure planned development is coordinated with sound land use/transportation linkages/economic development, and that all transportation modes have been adequately considered.
- Provide input to PennDOT in efforts to identify any training and planning activities targeted to county and local governments, conservation districts and community stakeholders [e.g., Smart Growth, Complete Streets, implementation tools, PennDOT One Map, functional classification,

HPMS and traffic counting, PennDOT Connects forms, access management, healthy communities, compliance with the Americans with Disabilities Act (ADA), connectivity, interchange area development, transportation impact fees, and energy savings].

- As part of the Transportation Systems Management and Operations Initiative (TSMO), continue to assess the need and appropriateness of traffic operations and Intelligent Transportation Systems (ITS) elements through the LRTP and TIP. Traffic operations/ITS projects and strategies deployed in a region should be consistent with PennDOT’s TSMO and Traffic Operations Policies and Guidelines. The projects should also be supportive of the Regional Operations Plan (ROP). Participate, as appropriate, with Traffic Operations and TSMO Program staff in regular coordination calls and meetings.
- Participate in data driven safety analysis and planning activities (such as road safety audits and network screening) that provide weight to safety aspects in the selection and prioritization of highway and transit projects.
- Coordinate with PennDOT, FHWA, and area stakeholders on issues related to the Central Susquehanna Valley Transportation (CSVT) Project.
- Participate in Agency Coordination Meetings.
- Maintain Bridge Funding Handbook for Local Governments available on MPO website and support local governments with delivering local bridge improvements or network removals.
- Support the PennDOT Major Bridge Public-Private Partnerships Reconstruction and Rehabilitation Program and larger PennDOT Pathways Program funding initiative.

<b>Task 1. Plans and Programs</b>	<b>Total Budget</b>	<b>Fed. PL</b>	<b>Fed. MPP</b>	<b>State MLF</b>	<b>Local FHWA</b>	<b>Local FTA</b>
<b>FY 2025-26</b>	\$390,600	\$267,840	\$44,640	\$33,600	\$33,360	\$11,160
<b>FY 2026-27</b>	\$390,600	\$267,840	\$44,640	\$33,600	\$33,360	\$11,160

Major tasks completed in previous FY 2024-25 UPWP:

- Modified and amended the 2023-2026 TIP and 2025-2028 TIP as needed. Developed new webmaps to guide MPO members through the modifications considered at each meeting.
- Prepared Annual List of Federally Obligated Projects.
- Completed and adopted 2025-2028 TIP.
- Updated LRTP Regional Performance Measures Online Dashboard via Esri Hub site.
- Prepared FY 2025-27 UPWP and Exhibits.
- Prepared and adopted the 2024 Coordinated Transit Plan.
- Implemented the 2024 SEDA-COG MPO Strategic Plan.
- Updated LEP Employee Resource Manual and surveyed all SEDA-COG staff about LEP person interactions.
- Supported consultant team in developing US 15 Corridor Improvements Study.
- Supported consultant team in developing Electric Vehicle Charging Stations Study.
- Supported Mifflin County with implementing a Capital Bridge Plan.
- Prepared Standard Operating Procedures for MPO staff.
- Prepared notices, agendas, minutes, and summaries for MPO and other meetings.
- Participated in meetings of various local organizations and committees.

- Organized PennDOT Connects training/technical assistance for local governments.
- Provided technical assistance to sponsors of several Transportation Alternatives, Green Light-Go, Multimodal Fund, ARLE, ARC Local Access Road projects, and Bipartisan Infrastructure Law discretionary grant applications.
- Participated as members of several PennDOT planning and funding work groups.

Major tasks to be completed in FY 2025-27 UPWP:

- Modify and amend the 2025-2028 TIP as needed.
- Work with PennDOT, local officials, and other stakeholders to begin developing the 2027-2030 TIP due to be adopted by June 30, 2026.
- Prepare Annual List of Federally Obligated Projects by December 29 each year; post the listing on the SEDA-COG website.
- Continue annual monitoring and reporting on performance measures included in the 2021-2045 LRTP and other local priorities included in the LRTP performance measures online dashboard.
- Amend the 2021-2045 LRTP as needed.
- Develop and adopt an update to the LRTP (covering 2026-2050 and due in June 2026).
- Support implementation of the Project Development PennDOT Connects/Local Government Collaboration process.
- Document and support PennDOT Connects collaboration meetings, project scoping field views, project design field views, and related project meetings attended by SEDA-COG staff.
- Implement and track progress for actions in the 2024-2028 SEDA-COG Strategic Plan.
- Assist with implementing recommendations from the 2022 Hogan Boulevard Bike/Ped Study and 2022 US Route 522 Corridor Improvements Study.
- Assist with implementing recommendations from the 2021 CSVT Special Impacts Study and 2024 US 15 Corridor Improvements Study.
- Implement and track progress for recommendations from the 2024 MPO Electric Vehicle Charging Stations Study and Implementation Plan.
- Facilitate public transit feasibility studies, transit development plans, sustainability assessments, and other public transit or human services transportation initiatives.

## **Task 2. Data, Tools and Analysis**

### Local Data Coordination

*Work with counties and other stakeholders in the region to assemble, maintain and refresh regional GIS data. Facilitate regular updates and quality reviews of the data produced. Promote use of the data in planning and land use analysis efforts.*

- Maintain locally created data layers, including the following:
  - Major employers and critical facilities
  - Locally owned bridges less than 20 ft. long
  - Regional freight and intermodal facilities

- Official and unofficial park and ride lot locations
- Sewer and water service areas
- Industrial parks
- Sidewalks
- As appropriate, hold meetings for regional GIS users to discuss tools, techniques, and data.
- Publicize opportunities to provide local input into processes to improve data at the state and national level, such as efforts surrounding the American Community Survey.
- Work to develop additional data sets as needed. Conduct analysis and research to identify data sources and issues.
- Ensure that the MPO has access to PennDOT One Map and PennDOT's SharePoint website for efficient document and information sharing purposes.
- Maintain or pursue access to other data tools and sources within PennDOT systems as appropriate (e.g., INRIX data, Traffic Operations Analytics Portal, Project Builder, etc.)
- Work with SEDA-COG Economic Development department to update data, text, and mapping for the region's Comprehensive Economic Development Strategy (CEDs).

### Data Collection

- Collect traffic count data to support project prioritization and functional classification designation efforts. Distribute traffic count data/reports to stakeholders.
- Assist PennDOT with Asset Management activities, including inventories of locally owned bridges less than 20 ft., locally owned non-federal aid roadways, sidewalks, trails, traffic signals, etc.
- Work with PennDOT and other MPOs/RPOs to develop minimum data collection requirements for freight facilities and bicycle/pedestrian facilities, including consideration of purchasing data collection equipment for such facilities.
- Verify and update roadway inventory and performance measures on Highway Performance Monitoring System (HPMS) sample sections. Submit HPMS data to PennDOT by the first Friday in December of each calendar year. In support of HPMS, appropriate MPO staff will attend the annual HPMS workshop sponsored by PennDOT and participate in bi-annual quality reviews.
- Collect and conduct QA reviews for HPMS samples.
- Comply with PennDOT's Traffic Counting Safety and Assistance Program (TCSAP) procedures. Purchase safety equipment, as needed.
- Continue and expand regional bicycle and pedestrian count data collection program.
- Use drone to collect asset data and support mapping or public involvement initiatives.
- Continuously monitor and evaluate procedures used for collecting statistical data for participants in, and beneficiaries of, transportation programs by tracking participation in public meetings and reviewing new regional Census data.

### Tools and Analysis

*Develop analysis methodologies and tools to support the planning process. Maintain data used and share results, tools, and methodologies as appropriate.*

- Conduct geographic analysis to support scoring processes for local bridge prioritization, LRTP project selection, and regional input into TA Set-Aside and other appropriate programs.
- Continue to use regional GIS data and locally developed tools to support context determination for the PennDOT Connects and project development process.
- Review existing Functional Classification Roadway Designation maps and make recommended changes for roadway functional classification, National Highway System, National Highway Freight Network, NHS intermodal connectors, and urban boundary updates for MPO, at a minimum of every 10 years in conjunction with the Census.
  - Continue analysis, meetings with local officials/surrounding planning partners, and technical submissions that need to carry over from FY 24-25 UPWP. Repeat these efforts in conjunction with the decennial Census, at a minimum.
  - Coordinate with PennDOT as requested to jointly identify and integrate a prioritization concept that identifies critical multimodal transportation facilities and intermodal connectors that support the state's economy and that connects the regions of the state to important employment centers, workforce catchment areas and national and international markets.
- Consider MS4-related improvements that need to be made in conjunction with transportation system improvements.
- Use Decision Lens or other prioritization tools to provide comparative analysis of projects and strategies to support transportation decision making.
- Work with PennDOT, FHWA, and FTA to implement provisions of the current federal legislation, including performance measures and targets; freight provisions; accelerated project delivery; and implementation of the Transportation Alternatives Set-Aside Program. Monitor current discussions and implement (when appropriate) final rulemaking/legislation as related to reauthorization of transportation legislation in cooperation with, and with guidance provided by, FHWA/FTA and PennDOT. Maintain data and procedures for a local performance based planning process, and work with PennDOT and FHWA/FTA to refine the process and synchronize it with statewide and federal requirements. Approve supporting the state PM-1, PM-2 and PM-3 targets by planning and programming projects that contribute to meeting or making significant progress toward the established PennDOT performance targets.
- Work with PennDOT and local transit operators to review and update cooperative Planning Agreements or MOUs to accurately document the collaborative planning process and determine respective and mutual roles, responsibilities, and procedures governing cooperative efforts in carrying out the federal and state required transportation planning processes. The review/update should occur every four to five years or if there has been a change in the structure/relationship among the operators or a change in federal responsibilities/requirements. Similarly, cooperate biennially to develop the MOU for TIP revisions.
- Reuse and refine processes developed for plan updates, such as analysis of State Transportation Commission (STC) survey responses, with a focus on safety, mobility, and operations issues.
- Support MPO members, municipalities, and departments within SEDA-COG in the development of techniques to use GIS and other analytical tools to improve decision making processes.
- Develop analysis and tools, such as the ArcGIS Hub sites developed for the LRTP update and Performance Measures, trail counting initiative StoryMap, the regional transit resources online map, area zoning district webmap, local government directory, or the Targeted Impact Area analysis conducted for the Regional Gas Utilization Study, to guide transportation and economic

development decision making. As requested, share the data, outcomes, and methodologies to support local land use, transportation, and economic development planning.

- Continue to maintain and develop data and mapping for the Middle Susquehanna Regional Bicycle and Pedestrian Plan.
- Use task management software for tracking the status of planning program activities.
- Support and complete Road Safety Reviews involving multidisciplinary teams to improve traffic safety at locations throughout the MPO region. Regularly use the PA Crash Information Tool and Highway Safety Manual Network Screening Tool as part of regional safety analysis. Strive to collect local crash and near-miss data from local authorities and system users.

### Public Involvement and Outreach

*Collaborate with PennDOT, FHWA, FTA, MPO members, and local stakeholders to share information on the planning process. Provide information on outcomes and opportunities to participate in the planning process.*

- Develop and expand the use of the MPO website for evolving and integrating processes to share planning and programming information and the tenets and requirements of current federal legislation in a timely and meaningful manner with the public and Tribal governments when developing the LRTP, TIP, PPP, and other major planning documents and public outreach activities. Update SEDA-COG transportation webpages to include meeting minutes, agendas, packets, resource links, publications, and calendar of events listings.
- Continue to facilitate opportunities for all populations to participate in the planning and programming process. As needed, use the vendor SEDA-COG currently contracts with for telephone-based interpretation services and procure other LEP services within the confines of the UPWP agreement and state procurement guidelines. Survey SEDA-COG staff to track interactions with LEP persons.
- Consult with federally-recognized Tribes and Nations that have regions of interest to provide opportunities for review and comment on key planning documents (e.g., LRTP, TIP, PPP).
- Provide space on MPO website for PennDOT to share statewide documents (STIP, Statewide LRTP, etc.) with the public for review and comments.
- Consider development of MPO website linkages to PennDOT TIP Visualization applications.
- Continue to collaborate with the State Transportation Commission (STC) in the Modernized Twelve Year Program (TYP) Public Outreach Campaign. Continue to work with the STC and PennDOT to garner input by encouraging citizens to take the online survey through various methods including meetings, mass email communications, social media, etc.
- Ensure that all stakeholders have the opportunity to become involved in the region's planning and programming process. Continue including MPO meeting information as part of the MPO website updates.
- Conduct a demographic analysis on both the LRTP and TIP.
- Pursue additional virtual public involvement tools to solicit input and expand the reach of the regional transportation planning process.
- Provide timely information in response to requests from the public and news media.
- Use social media for MPO public outreach efforts, regularly posting MPO and Transportation Program news items and promoting transportation meetings via Facebook events feature.

- Develop and issue quarterly MPO newsletters.
- Develop Transportation Ticker highlights from MPO meetings to share with MPO members, SEDA-COG Board of Directors, and other partners.
- Convene and support the SEDA-COG MPO Public Participation Panel.
- Update the MPO interested parties contacts database.
- Participate in regional events and conferences to reach new stakeholders and members of the public.
- Engage with community organizations and leaders.

<b>Task 2. Data, Tools and Analysis</b>	<b>Total Budget</b>	<b>Fed. PL</b>	<b>Fed. MPP</b>	<b>State MLF</b>	<b>Local FHWA</b>	<b>Local FTA</b>
<b>FY 2025-26</b>	\$179,025	\$122,760	\$20,460	\$15,400	\$15,290	\$5,115
<b>FY 2026-27</b>	\$179,025	\$122,760	\$20,460	\$15,400	\$15,290	\$5,115

Major tasks completed in previous FY 2024-25 UPWP:

- Maintained and refined locally created data layers (major employers, critical facilities, etc.) that were shared with local officials and used for evaluating transportation projects.
- Supported the SEDA-COG Joint Rail Authority (JRA) with mapping and tools to manage information related to the right-of-way and rail infrastructure in the JRA system.
- Created data layers, project matrices, StoryMap, and Hub site related to the 2019 Middle Susquehanna Regional Bicycle and Pedestrian Plan.
- Worked with PennDOT’s PA Crash Information Tool and .csv downloads for querying crash and injury data for systemic analysis.
- Completed Road Safety Reviews for use with TIP projects and HSIP funding.
- Maintained access to and worked with PennDOT’s ePermitting System for reviewing HOP and TIS submissions from the region.
- Deployed six TRAFx trail counter units and two Eco-Counter units on area trails and collaborated with a Bucknell University professor to analyze, publicize, and present the data collected over a year-long period.
- Deployed a radar traffic recorder for collecting traffic volume and speed data on roads throughout the region.
- Used Decision Lens software for prioritizing bridge repairs, transportation alternatives projects, LRTP projects, and for supporting coordination between transportation, land use, and economic development.
- Reviewed existing Functional Classification Roadway Designation maps and recommended changes for MPO area.
- Collected data and performed quality assurance reviews of HPMS samples. Used HPMS mobile application for more efficient sample data entries and workflow management.
- Used graphics software to create social media graphics, flyers, and newsletter visuals.
- Developed a SEDA-COG MPO Guidebook designed for use by the general public.
- Used UrbanSim scenario modeling tool relative to the LRTP update and other transportation planning purposes.

- Used Social Pinpoint online community engagement platform for the LRTP update and virtual public involvement for other planning processes.

Major tasks to be completed in FY 2025-27 UPWP:

- Continue maintaining regional data layers clearinghouse annually.
- Prepare crash mapping and coordinate with PennDOT, FHWA, and local officials on analyzing traffic safety concerns.
- Deploy drone for data collection, mapping, and public engagement activities.
- Complete community demographics analysis as part of TIP and LRTP updates.
- Use available data sources and work with PennDOT and FHWA to analyze Safety, Pavement/Bridge, System Reliability, Transit, and Freight performance measures and targets.
- Continue extensive analysis and public outreach activities related to updating the 2021 LRTP.
- Collect traffic volume and speed data to support project prioritization and planning efforts.
- Continue annual collection and quality assurance reviews of HPMS sample locations by the first Friday in December of each year.
- Continue regional trail usage count program and pursue expanding this initiative to benefit more communities and bike/ped facility stewards.
- Continue to maintain and improve GIS tools such as ArcGIS StoryMaps, Instant Apps, Dashboards, Experience Builds, and Hub sites.
- Continue innovative and virtual public involvement efforts to engage existing stakeholders and reach new audiences.

### **Task 3. Administration**

*Administer the metropolitan transportation planning program under the master agreement and guidelines provided by PennDOT.*

- Provide regular invoices and activity reports for the program, observing the following requirements:
  - Submit progress reports to PennDOT no later than 30 days following the reporting period.
  - Provide detailed budget tables for each year of the UPWP document.
  - Identify carryover/ongoing supplemental planning tasks as candidates when the UPWP is developed/supplemented.
  - Complete timesheets, expense forms, and reports that will allow UPWP billing to occur.
  - Work with FHWA/FTA and PennDOT to implement 2 CFR 200, which addresses requirements for monitoring contractors and sub-recipients, allowable costs, Indirect Cost Allocation Plans, etc.
  - Ensure that the MPO is addressing the requirements for Disadvantaged Business Enterprises (DBE) as part of contracting practices. Utilize the DBE reporting form to report a listing of all contracts, DBE goals, and payments on a monthly basis.
- Provide FHWA/FTA with any proposed federally funded amendments to the current UPWP for advance review at least 15 days prior to MPO Coordinating Committee consideration.

Amendments to the UPWP include:

- The addition/removal of tasks or the addition/removal of federal funds (e.g., PL/SPR or MPP funds) from a UPWP.
- The transfer of federal funds from any one task(s) to another task(s) where the total revision of federal funds exceeds \$80,000.
- Changes to the scope of work or objectives of the project, regardless of whether there is an associated budget revision, that is significant enough to essentially constitute a new project.
- Assist stakeholders in the completion of studies and projects undertaken with Supplemental Planning Funds.
- Develop the FY 2027-2029 UPWP and related agreements. Participate in the PennDOT UPWP Guidance Work Group.
- Coordinate with FHWA, FTA, PennDOT, transit operators, and others in preparation for the next State Planning Process Review per the schedule established by FHWA and PennDOT.
- Review updates to the PennDOT MPO/RPO Planning Partner Invoice Process Guidebook and use the state’s Partner Portal for submitting PennDOT invoices.
- Participate in PennDOT Planning Partners’ meetings/calls and other statewide meetings.
- Maintain on-call consulting contracts with selected consultant teams to provide a wide range of support services related to transportation planning, with particular attention to maintenance, updates, and support of existing plans.
- Solicit and supervise the work of interns.
- Implement recommendations from the 2022 SEDA-COG MPO Staffing and Organizational Assessment.
- Review Transportation Planning department budget updates with SEDA-COG management.
- Implement training processes for SEDA-COG Transportation Planning Program staff.

<b>Task 3. Administration</b>	<b>Total Budget</b>	<b>Fed. PL</b>	<b>Fed. MPP</b>	<b>State MLF</b>	<b>Local FHWA</b>	<b>Local FTA</b>
<b>FY 2025-26</b>	\$97,650	\$66,960	\$11,160	\$8,400	\$8,340	\$2,790
<b>FY 2026-27</b>	\$97,650	\$66,960	\$11,160	\$8,400	\$8,340	\$2,790

Major tasks completed in previous FY 2024-25 UPWP:

- Completed progress reports, invoices, and budget revisions.
- Hired a fiscal analyst for invoice preparation and enhanced invoicing process.
- Implemented best practices from PennDOT’s new MPO/RPO Invoice Process Guidebook and used Keystone Login Partner Portal for invoice submissions.
- Provided administrative support for sponsors of supplemental planning studies.
- Helped to implement the OMB 2 CFR 200 requirements.
- Considered SEDA-COG MPO Planning Process Review recommendations included in summary findings.
- Assisted with planning and agenda preparation for 2024 Planning Partners’ conference.
- Implemented recommendations from 2022 MPO Staffing & Organizational Assessment.
- Used on-call consulting contracts for delivering work order assignments.

Major tasks to be completed in FY 2025-27 UPWP:

- Continue preparing monthly progress reports and invoices.
- Prepare FY 2027-29 UPWP and execute related agreements.
- Implement recommendations included in summary findings from 2019 SEDA-COG MPO Planning Process Review.
- Assist with completing and implementing projects approved for supplemental planning funds.
- Close out on-call consulting contracts and issue a new RFQ for consulting services.

## **S1. Local Technical Assistance Program (LTAP)**

The PennDOT Local Technical Assistance Program, PennDOT LTAP, is part of a national initiative to transfer transportation technology through training, technical assistance, and other customer services to municipal elected officials and their staff. PennDOT LTAP provides technical information and proven technologies to meet the growing demands on municipal governments. To expand and promote LTAP services to the 212 municipalities within its 9-county LTAP planning region (Centre, Clinton, Columbia, Juniata, Mifflin, Montour, Northumberland, Snyder, and Union counties), SEDA-COG proposes to assist PennDOT with facilitating LTAP training during Fiscal Years 2025-2027.

### Identify Regional Training Needs

- Develop a priority training list that identifies training needs within the region based on historical data, knowledge of region, shifting trends, and PennDOT Municipal Services representatives' input.
- Using the priority training list, work with PennDOT to schedule training dates.
- In coordination with PennDOT LTAP Director, identify training course locations. Responsibilities to include: logistics, class locations, registration, room set-up, food, etc.
- Identify new regional training or technology issues and provide to the PennDOT LTAP Director for consideration.

### LTAP Program Marketing and Outreach

- Develop a plan to market the value of LTAP training and technical assistance in the region. Examples of marketing activities may include: integration of LTAP into MPO outreach programs, promotion of technical assistance, targeting municipalities that have not taken advantage of LTAP services, etc. The plan should be developed no later than September 15 of each year.
- Advertise training to all municipalities and PennDOT's Municipal Services representatives. Promote upcoming LTAP activities at least six (6) weeks prior to the scheduled LTAP class sessions. Promotional activities may include emails, letters, brochures, website updates, newsletters, postcards, social media, etc.
- In coordination with the PennDOT LTAP Director, develop a plan for LTAP outreach in the region, such as equipment shows, Advisory Committee, COG meetings, etc. Outreach activities should be coordinated with PennDOT LTAP Director and Municipal Services representatives to ensure there is no duplication in outreach efforts.

### Administration and Reporting

- Work with PennDOT LTAP Director to develop an annual travel budget, which includes costs and justification for outreach activities, for pre-approval no later than August 29 of each year.
- Participate in conference calls with PennDOT LTAP Director and PSATS training specialists. Determine a regular communication method that will work best for all parties.
- Participate in an annual LTAP MPO/RPO meeting and other PennDOT meetings as required, including regular PennDOT LTAP Advisory Committee meetings.

- Attend LTAP training courses and participate in technical assistance on-site visits in the region.
- Submit monthly reports detailing all LTAP project activities and expenditures to PennDOT.
- Develop and submit an annual report that summarizes LTAP activities and details the process used to market LTAP in the region no later than August 31 of each year. The annual report should include an evaluation of training, marketing, and outreach activities, and recommendations for future activities with LTAP in the region.

<b>Task S1. Local Technical Assistance Program (LTAP)</b>	<b>Total Budget</b>	<b>Fed. PL</b>
<b>FY 2025-26</b>	\$35,000	\$35,000
<b>FY 2026-27</b>	\$35,000	\$35,000

Major tasks completed in previous FY 2024-25 UPWP:

- Scheduled, marketed, and facilitated over 15 LTAP safety & maintenance courses.
- Trained over 250 students attending LTAP courses.
- Developed LTAP budget, travel, and marketing plans.
- Completed LTAP annual reports.
- Participated in county conventions and regional equipment shows.
- Conducted training interest and road crew surveys.
- Participated in LTAP statewide Advisory Committee proceedings.
- Issued LTAP e-newsletters via Constant Contact.
- Sponsored and organized Equipment Operator Training workshops in conjunction with Pennsylvania College of Technology.
- Sponsored and organized Chainsaw Safety Training workshops in conjunction with Pennsylvania College of Technology.
- Supported PennDOT LTAP with developing new LTAP classes on Drones and GIS.
- Developed new ArcGIS Dashboard for sharing LTAP training and technical assistance statistics.
- Updated LTAP exhibit display boards.

Major tasks to be completed in FY 2025-27 UPWP:

- Continue identifying priority training lists.
- Schedule and facilitate LTAP course training.
- Continue promoting LTAP technical assistance offerings and attend tech assist on-site visits.
- Continue marketing LTAP through newsletters, flyers, emails, press releases, social media posts, website content, and attendance at county conventions, equipment shows, PSATS conferences, LTAP Center conferences, etc.
- Complete LTAP Annual Report by August 31 of each year.
- Maintain LTAP ArcGIS Annual Dashboard.
- Further integrate LTAP with related transportation activities and programs.
- Seek to again sponsor hands-on Equipment Operator Training and Chainsaw Safety workshops.

## S2. Plan Updates and Support

Enlist consultant support for updates, support, and implementation related to regional plans and needs. Specific uses are yet to be determined, but may include efforts to support implementation of the recommendations of the past PennDOT Connects studies, new PennDOT Connects related studies, the update to the Coordinated Public Transit Plan, the update to the Long-Range Transportation Plan, the planned update to the Middle Susquehanna Regional Bike/Ped Plan, technical assistance in the development of safety projects, data collection or analysis to support transportation plans, etc.

<b>Task S2. Plan Updates and Support</b>	<b>Total Budget</b>	<b>Fed. PL</b>	<b>Fed. MPP</b>	<b>State MLF</b>	<b>Local FHWA</b>	<b>Local FTA</b>
<b>FY 2025-26</b>	\$146,475	\$100,440	\$16,740	\$12,600	\$12,510	\$4,185
<b>FY 2026-27</b>	\$146,475	\$100,440	\$16,740	\$12,600	\$12,510	\$4,185

Major tasks completed in previous FY 2024-25 UPWP:

- Updated LRTP performance measures content to reflect current legislation, data, and practices. Prepared an interactive performance measures dashboard via an ArcGIS Hub site.
- Supported public involvement and technical analysis tasks related to updating the 2021 LRTP.
- Developed a final report and StoryMap for the 2024 MPO Coordinated Transit Plan.
- Developed new public engagement techniques and products: online surveys, ArcGIS Hub site, ArcGIS StoryMaps, and virtual meetings.

Major tasks to be completed in future consultant work orders for plan updates and support:

- May include facilitation services provided in support of the 2026 update to the MPO LRTP.
- May include support related to the MPO Coordinated Transit Plan.
- May include facilitation services in support of implementing the MPO Strategic Plan.
- May include facilitation services in support of implementing the MPO Electric Vehicle Charging Stations Study.
- May include support for the next update to the Middle Susquehanna Regional Bike/Ped Plan.
- May include facilitation services toward new PennDOT Connects studies or implementing recent PennDOT Connects studies.
- May include facilitation services provided in support of an update to the MPO Title VI Program, including its Public Participation Plan and Limited English Proficiency Plan components.
- May include tools, studies, and analysis related to Carbon Reduction, NEVI, PROTECT, and other Bipartisan Infrastructure Law funding programs or planning requirements.
- May include special traffic, safety, or corridor studies.

### S3. Increasing Safe and Accessible Transportation Options

The Bipartisan Infrastructure Law includes a section for Increasing Safe and Accessible Transportation Options. This section requires states and metropolitan planning organizations to use not less than 2.5 percent of SPR and PL funds on “Complete Streets planning activities.” The term “Complete Streets standards or policies” in this section means standards or policies that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles.

To increase safe and accessible options across multiple travel modes for people of all ages and abilities, the SEDA-COG MPO may use these funds toward the following activities:

- Educating municipalities and sharing best practices for Complete Streets standards or policies.
- Helping municipalities or other stakeholders to develop or maintain plans and studies that create a network of active transportation facilities connecting people to daily needs.
- Conducting walkability/bikeability audits or vulnerable road user safety assessments.
- Helping public transportation providers to integrate active transportation facilities with public transportation services, improve access to public transportation, increase public transportation ridership, or support transit-oriented development.
- Implementing and revising the SEDA-COG MPO’s Complete Streets Policy.
- Developing and mapping a Complete Streets prioritization plan that identifies a specific list of Complete Streets projects to improve safety, mobility, or accessibility.
- Supporting work of the Middle Susquehanna Active Transportation Committee and an update to the Middle Susquehanna Regional Bicycle and Pedestrian Plan or facilitating planning work prioritized in the Plan’s project matrix for improving the safety of bicyclists and pedestrians.
- Developing studies or plans to improve the safety of bicyclists and pedestrians.
- Completing sidewalk inventories relative to developing plans to improve pedestrian safety or provide access to public transportation.

Consultant assistance may be used for performing the above tasks.

<b>Task S3. Increasing Safe and Accessible Transportation Options</b>	<b>Total Budget</b>	<b>Fed. PL</b>
<b>FY 2025-26</b>	\$15,000	\$15,000
<b>FY 2026-27</b>	\$15,000	\$15,000

Major tasks completed in previous FY 2024-25 UPWP:

- Implemented the SEDA-COG MPO Complete Streets Policy.
- Developed template Complete Streets Policy for consideration by municipalities.
- Prepared Complete Streets project matrix and mapping for the MPO region.

**SEDA-COUNCIL OF GOVERNMENTS  
FY 2025-2026 UPWP  
BUDGET SUMMARY**

<b>Work Task</b>	<b>Funding Sources</b>					
	<b>Total Task Budget</b>	<b>Federal PL</b>	<b>Federal MPP</b>	<b>State MLF</b>	<b>Local FHWA</b>	<b>Local FTA</b>
1. Plans and Programs	\$390,600	\$267,840	\$44,640	\$33,600	\$33,360	\$11,160
2. Data, Tools and Analysis	\$179,025	\$122,760	\$20,460	\$15,400	\$15,290	\$5,115
3. Administration	\$97,650	\$66,960	\$11,160	\$8,400	\$8,340	\$2,790
<b>Base Program Total</b>	<b>\$667,275</b>	<b>\$457,560</b>	<b>\$76,260</b>	<b>\$57,400</b>	<b>\$56,990</b>	<b>\$19,065</b>
S1. Local Technical Assistance Program (LTAP)	\$35,000	\$35,000				
S2. Plan Updates and Support	\$146,475	\$100,440	\$16,740	\$12,600	\$12,510	\$4,185
S3. Increasing Safe and Accessible Transportation Options	\$15,000	\$15,000				
<b>Supplemental Program Total</b>	<b>\$196,475</b>	<b>\$150,440</b>	<b>\$16,740</b>	<b>\$12,600</b>	<b>\$12,510</b>	<b>\$4,185</b>
<b>TOTAL BUDGET</b>	<b>\$863,750</b>	<b>\$608,000</b>	<b>\$93,000</b>	<b>\$70,000</b>	<b>\$69,500</b>	<b>\$23,250</b>

**SEDA-COUNCIL OF GOVERNMENTS  
FY 2026-2027 UPWP  
BUDGET SUMMARY**

<b>Work Task</b>	<b>Funding Sources</b>					
	<b>Total Task Budget</b>	<b>Federal PL</b>	<b>Federal MPP</b>	<b>State MLF</b>	<b>Local FHWA</b>	<b>Local FTA</b>
1. Plans and Programs	\$390,600	\$267,840	\$44,640	\$33,600	\$33,360	\$11,160
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S3. Increasing Safe and Accessible Transportation Options	\$15,000	\$15,000				
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<b>TOTAL BUDGET</b>	<b>\$863,750</b>	<b>\$608,000</b>	<b>\$93,000</b>	<b>\$70,000</b>	<b>\$69,500</b>	<b>\$23,250</b>