

***Transportation Planning Work Program  
Unified Planning Work Program***

***Fiscal Year 2016 and Fiscal Year 2017***

*July 2015 - June 2016*

*July 2016 - June 2017*

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## Contents

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Introduction .....	1
Key Issues for the FY 2016 and FY 2017 Program Years .....	1
Task 1: Management of the Planning Process .....	5
Task 2: Data Collection/Analysis – Monitoring and Projections.....	7
Task 3: Transportation Planning Activities .....	9
Task 4: Other Technical Assistance.....	16
Task 5: Public Participation.....	17
Appendix A: Budget Tables.....	20
Appendix B: Statement of Cooperative MPO/State/Transit Operators Planning Roles and Responsibilities.....	26

## *Introduction*

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The South Central Connecticut Region includes the entire corporate limits of the fifteen municipalities in the Greater New Haven area - Bethany, Branford, East Haven Guilford, Hamden, Madison, Meriden, Milford, New Haven, North Branford, North Haven, Orange, Wallingford, West Haven, and Woodbridge. The Region is a Council of Governments, as permitted by the Connecticut General Statutes, with each municipality represented by its chief elected official. The Council meets monthly to act on regional business and oversee the transportation activities of the Region. Recommendations concerning transportation actions are forwarded to the Council from the Transportation Committee, consisting of seven members of the Council, and the Transportation Technical Committee, which includes an appointed staff person from each municipality. These two committees meet jointly each month to recommend actions for consideration by the Council on transportation matters.

The Unified Planning Work Program (UPWP) is adopted in accord with federal code (23CFR Part 450.308) and governs the transportation planning activities of the Region. These planning activities include planning partners at the federal level of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) and, at the state level, the Connecticut Department of Transportation (CTDOT).

It is noted that the FY 17 activities shown herein are subject to SCRCOG approval of the SCRCOG FY17 budget and may be adjusted after funding levels are confirmed.

## *Key Issues for the 2016 and 2017 Program Years*

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Responding to the Goals of MAP-21

The Federal transportation act, Moving Ahead for Progress in the 21st Century (MAP-21), identifies eight (8) planning factors that Metropolitan Planning Organizations (MPOs), such as the South Central Regional Council of Governments (SCRCOG), must consider in their Unified Planning Work Programs (UPWP). These general planning goals are:

1. **Economic Vitality** – Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency;
2. **Safety** – Increase the safety of the transportation system for motorized and non-motorized users;
3. **Security** – Increase the security of the transportation system for motorized and non-motorized users;
4. **Mobility** – Increase the accessibility and mobility of people and freight;
5. **Environment** – Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns;

6. **System Integration** – Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. **System Management** – Promote efficient system management and operation, and;
8. **System Preservation** – Emphasize preservation of the existing transportation system.

Responding to State and Federal guidelines, SCRCOG completed, in May 2015, an update of the Long Range Transportation Plan (LRTP). The LRTP incorporates all responses to outreach and establishes regional goals. Similarly, the 2008 Regional Plan of Conservation and Development suggests strategies for future actions in the Region.

Safety of our transportation network is an important concern and a key consideration in the selection and prioritization of future projects. The Connecticut Strategic Highway Safety Plan provides a framework for increasing highway safety.

Mobility of the region’s population is another key goal of any transportation solution. The proposed work program elements respond to the planning goals noted above.

SCRCOG’s FY 2016 and FY 2017 UPWP addresses major regional transportation issues and opportunities through a combination of regional staff effort, consultant support and coordination with CTDOT and the related staff work at our member cities and towns.

This UPWP summarizes ongoing staff work, such as inter-agency coordination, analysis and utilization of the latest available census and demographic data, data monitoring, modeling and outreach, as well as special projects to be conducted during the coming fiscal year. The FY 2016 and FY 2017 UPWP utilizes and builds upon previous year activities.

For each of these tasks, the following sections of the UPWP identify objectives, and major activities for the FY 2016 and FY 2017 work program. Products, such as technical memoranda, final reports or other documentation are also noted, and the anticipated schedule for major work tasks is identified. Maintaining a balanced, multi-modal transportation program is a critical element in meeting State and Federal planning guidelines.

The FY 2016 and FY 2017 Unified Planning Work Program consists of five work tasks:

**Task 1: Management of the Planning Process - Program Administration**

**Task 2: Data Collection/Analysis - Monitoring and Projections**

**Task 3: Planning Activities**

**Task 4: Other Technical Assistance**

**Task 5: Public Participation**

**Work Program Highlights - FY 2016**

<b>Program Element/Study</b>	<b>Description</b>	<b>Consultant Support</b>
Multi-Community Sign Inventory Program	For Bethany, East Haven, Orange and Woodbridge, provide town wide inventory of road and street signs, providing software for management and recommendations for upgrades and regulatory compliance	\$140,000
Update Bike Ped Study	Update previous Bike Ped Study to reflect current conditions and goals in accord with certification recommendations	\$105,000
Town of East Haven Route 1, 100, Forbes Place, Kimberly Ave. Study	Review current conditions, limitations and study options for improved access and operation of these intersections and connections	\$70,000
Town of Madison Downtown Connectivity Study	Review current conditions, limitations and options for improved connectivity and circulation in downtown area, including train station and retail south of Boston Post Road	\$30,000
City of New Haven One Way Two Way Study Newhallville, Fair Haven	Evaluation of conversion back to two way of selected streets in these two neighborhoods. Review opportunities for complete streets implementation along with conversion potential. Concept plans and potential cost estimates to be prepared	\$90,000
Town of Wallingford Signal Improvement, Efficiency and Safety Study	Study to evaluate existing conditions and provide recommendations for signal hardware and software upgrades, evaluate signal communication options, and provide recommendations for improved hardware, software, efficiency and safety	\$40,000
City of Meriden – Transit Center “First Mile, Last Mile” Study	Study to identify gaps, needed and or possible improvements in infrastructure or service to facilitate access to and usage of the transit center	\$50,000
<b>Total</b>		<b>\$525,000</b>

**Work Program Highlights - FY 2017**

<b>Program Element/Study</b>	<b>Description</b>	<b>Consultant Support</b>
Expansion of Town of East Haven Route 1,100, Forbes Place, Kimberly Avenue Study	Expansion of Study area in response to public outreach	\$30,000
City of New Haven Sign Inventory Program, Phase 1	Phase 1 to provide city wide inventory of road and street signs, providing software for management and recommendations for upgrades and regulatory compliance	\$150,000
Town of Branford–Branford Connector Corridor Study	Corridor Study of Branford Connector to improve safety, operational concerns, and geometric deficiencies while addressing circulation and pedestrian issues	\$125,000
City of New Haven Westville Traffic and Parking Study	Traffic and Parking Study in Westville Village to provide recommendations to improve traffic flow while addressing parking concerns	\$20,000
Regional Freight Study	In cooperation with CTDOT efforts, prepare regional components for utilization in state freight plan	\$20,000
Transportation Demand Model Update	Update demand model to meet regional and state goals	\$30,000
Transportation Vulnerability and Resiliency Study Pilot Project	Regional pilot study on Route 146 from Branford to Guilford to assess major vulnerability and resiliency issues and identify options and projects to improve resiliency and reduce vulnerability	\$85,000
Congestion Management Process	Additional data collection and implementation of CMP recommendations from previous study. Continued input to tie our CMP efforts with the Lower Connecticut River Valley COG as the two main areas of the New Haven TMA	\$60,000
Regional Complete Streets Toolbox – City of Milford Downtown Pilot project	Preparation of a tool box outlining the options, considerations, steps, and potential conflicts involved in the possible implementation of a complete streets program in any municipality in the Region. Assist the City of Milford on a pilot project for the downtown area to consider, create, and, if desired, implement a complete streets plan, utilizing the toolbox process to determine feasibility and desirability.	\$45,000
<b>Total</b>		<b>\$565,000</b>

## *Task 1: Management of the Planning Process*

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### ***Objectives***

1. Schedule planning activities and allocate staff resources appropriately to conduct all identified UPWP work tasks in a timely and efficient manner.
2. Prepare and adopt a planning work program for the next fiscal period.
3. Ensure that expenditures are well documented and cost-effective.

### ***Major 2016 and 2017 Activities***

#### *Mid-Year FY 2016 Work Program Review*

Review and adjust the work program relative to emerging issues, opportunities and progress through the first six months.

#### *Review of FY 2017 Work Program*

Review and amend FY 2017 program in response to final funding levels and emerging requests from member municipalities.

#### *Prepare FY18 and FY 19 UPWP*

Preparation of FY18 and FY19 UPWP for adoption prior to start of FY 18.

#### *Certification*

Re-certification process was accomplished in FY 2013. Work with CTDOT, FHWA and FTA to document compliance with applicable federal standards and recertification requirements. For FY 2016 and FY 2017, annual self-certification will be approved by Council members (Mayors and First Selectmen) stating that the planning process is consistent with applicable federal regulations.

### ***Products/Reports***

- *Financial Control.* Maintain financial records and develop reports in accordance with USDOT and CTDOT regulations and guidance.

- *Quarterly Reports.* Develop quarterly narrative and financial status reports for funding agencies.
- *Annual Affirmative Action Plan.* Review and revise Affirmative Action Plan (February 2016 and February 2017).
- *Annual Audit.* Comprehensive audit of Council FY 2015 and FY 2016 revenue, expenditures and internal management practices (November 2015 and November 2016).

This task requires continuing activity throughout the years. Reporting milestones are noted above.



## ***Task 2: Data Collection/Analysis – Monitoring and Projections***

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### ***Objectives***

1. Provide a database for regional transportation planning in close coordination with Connecticut Department of Transportation (CTDOT) data developed for statewide needs.
2. Maintain regional highway and transit databases as components of SCRCOG's regional travel demand model.
3. Coordinate data acquisition with CTDOT and member municipalities to ensure the utility and compatibility of data.

### ***Major 2016 and 2017 Activities***

#### ***CTDOT Photolog***

Continue to make current digital photography available to interested towns and cities within the region.

#### ***Demand Modeling Database***

Maintain the region's travel demand model. Integrate new CTDOT traffic counts obtained through consultant supported work. Continue network maintenance for additions and changes to the roadway and transit systems.

#### ***Traffic Data Collection Program***

Continue major intersections counting program within the consultant supported project work to collect data at those intersections that are identified at the municipal level for evaluation of congestion and safety-related issues. As in the past, share the proposed counting program with municipalities and CTDOT's Office of Traffic Engineering and coordinate with other data collection programs at the state and local level.

#### ***Rail and Commuter Parking Lot Occupancy Survey***

Monitor late-morning occupancy (maximum occupancy) at New Haven's Union Station, at the West Haven and Milford Railroad Stations and at the Branford, Guilford and Madison Shore Line East stations as well as lots adjacent to I-95 and I-91 on a quarterly basis and publish data on the SCRCOG website.

#### ***Congestion Monitoring***

SCRCOG staff will work with municipal staff to identify target areas for operations and management strategies (O&M) including development and implementation of Intelligent Transportation System (ITS) strategies and technologies in the region, as well as Travel Demand Management (TDM). Consultant supported work will include preparation of required reports. Staff will continue to cooperate with CTDOT on the six elements of the congestion management process (CMP): Determining the CMP network in the Region, Defining congestion, identifying congested links, developing strategies to address congested links, implementing strategies: short

and long term, and monitoring the network. Activities will focus on the recommendations from previous consultant supported studies and as per CTDOT guidance.

*Safety Monitoring*

Review safety data, goals, objectives and strategies to promote safety and solicit projects for participation in the CTDOT Local Accident Reduction Program. Work with CTDOT to further implementation of the Connecticut Strategic Highway Safety Plan.

*Capital Expenditures Report*

Assist CTDOT with the Local Highway Finance Report (form FHWA-536) on capital expenditures on local roads.

***Products***

- *Model Database Updates.*
- *Traffic Data Collection within consultant supported work.*
- *Commuter Parking Lot Occupancy Data.*
- *Congestion Management Process review with CTDOT and recommendations.*

***Schedule***

*Traffic Data Collection*

Any counting will occur with FY 2016 and FY 2017 consultant supported projects.

*Rail and Commuter Parking Lot Occupancy Survey*

Quarterly rail and commuter parking lot occupancy data collection. (September and December 2015; March and June 2016, September and December 2016; March and June 2017).

*Congestion Monitoring*

Activities will occur over the fiscal years as recommended by previous studies and as per CTDOT and FHWA guidance.

This task requires continuing activity throughout the years. Reporting milestones are noted above.

### ***Task 3: Transportation Planning Activities***

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#### ***Objectives***

1. Maintain a four-year Transportation Improvement Program reflecting current regional priorities, long-range regional objectives, and MAP-21 transportation planning requirements. Accompany TIP actions with an air quality conformity statement as appropriate establishing relationships to the State Implementation Plan for Air Quality.
2. Facilitate public awareness of the adoption process for the TIP and STIP, and provide the opportunity for public comment on TIP-related actions at the SCRCOG level.
3. Develop transportation planning proposals and studies that are consistent with the goals identified in the Long Range Transportation Plan FY2015-FY2018 TIP and the Regional Plan of Conservation and Development (prepared during FY 2008), Connecticut's *Conservation and Development Policies Plan, 2013-2018*, state and local municipal economic development objectives and the region's economic development program.
4. Develop recommended capital and operational improvements to enhance the existing transportation system, including consideration for the development and implementation of Transportation Systems Management and Operations (TSMO) improvements, advancing the use of Intelligent Transportation Systems (ITS) strategies and technologies in the region, as well as Travel Demand Management measures.
5. Coordinate the Regional Plan of Conservation and Development with member municipalities.
6. Identify general direction for future SCRCOG work and offer member municipalities a range of options and experience gained from basic planning research.
7. Continue to work with the State of Connecticut Governor's Transit Oriented Development initiatives, the Connecticut Department of Transportation (CTDOT) and other state agencies to plan transit improvements and provide support for transit oriented development (TOD) and affordable housing in the vicinity of existing and proposed transit corridors.
8. Continue coordinated planning to promote safety, livable communities and environmental sustainability.
9. Continue to advance programs for the preservation of the existing transportation system, including actions which maintain the transportation system in a "state of good repair".
10. Continue to meet MAP-21 requirements, with the inclusion of performance measures as they are finalized.

## ***Major 2016 and 2017 Activities***

### *Review of Land Use and Transportation Models*

SCRCOG staff will work with municipal staff to assess impacts of projected land uses on transportation in the Region. Land use decisions will be analyzed to assess consistency with State, Regional, and local Plans of Conservation and Development. Identification of major growth corridors and review of major transportation improvements will help frame preferred growth patterns including transit-oriented development (TOD) and smart growth initiatives. Help advance initiatives that reduce dependence on single occupancy vehicles and improve the region's air quality. Technical assistance will be provided to the Region's municipalities as requested. Staff will work to support State efforts to fund transit improvements and TOD through CTDOT projects. These include the West Haven train station related TOD, Union Station proposed TOD, pilot program TOD in Meriden as authorized by statute and other potential TOD proposals throughout the Region. These efforts, in coordination with other tasks outlined herein, will move the region towards the goal of safe, livable communities, and work towards environmental sustainability.

### *Maintain FY2015-FY2018 TIP*

Update as required the adopted four-year Transportation Improvement Program (TIP). The TIP is consistent with the region's Long Range Transportation Plan 2015-2040 and state-defined financial constraints.

### *Review Long Range Transportation Plan 2015-2040*

Review as necessary the Region's Long Range Transportation Plan to insure consistency with regional and state goals.

### *Environmental Justice and Title VI*

Utilize 2010 Census data and latest available demographic data to identify changes to EJ areas and evaluate impacts of plans and programs on these areas. Continue outreach and activities to meet the requirements of Title VI.

### *Surface Transportation Program*

Establish regional priorities with CTDOT to facilitate the annual statewide program development process. Maintain a multi-year program that balances priorities, costs, available funds and the progress of individual projects. Sustain a continuous interchange with municipalities advancing Surface Transportation Program and Local Transportation Capital Improvement Program (LOTICIP) projects on municipal roads per CTDOT guidelines. Continue Council monitoring of programmed work through monthly review. Continue programming consultation with regional planning organizations comprising the Bridgeport-Stamford and New Haven-Meriden urbanized areas.

### *Air Quality/ Environmental Planning*

Work with CTDOT to give consideration to the impacts of climate change and air quality on the transportation decision making process. Work with CTDOT to make the necessary air conformity determinations based upon CTDOT modeling.

*FTA Section 5310 Outreach to Private Non-Profit Organizations and Local Public Bodies*

Share notice of an annual Section 5310 grant funding and help potential applicants advance proposals consistent with FTA and CTDOT guidelines (January 2016 and January 2017).

*Local Transit Districts*

Continue attendance at Greater New Haven Transit District meetings and, periodically, at meetings of the Meriden Transit District and the Milford Transit District. Meetings provide feedback for the areawide planning and programming process.

*Local Accident Reduction Program*

Prepare municipal local accident reduction program applications per annual state/regional outreach, emphasizing a state/federal pedestrian safety focus. Develop proposals with municipal staff, frame material for municipal review and advance proposals for Council review per longstanding practice (April 2016 and April 2017).

*Congestion Mitigation/ Air Quality*

As per CTDOT guidance, solicit proposals from the Region for ranking and forwarding to CTDOT for new congestion mitigation/air quality funding under the next highway act or as provided in continuing resolutions.

*Traffic Diversion Routes*

Continue review of previous individual municipal plans completed by CTDOT and implemented by the Region as they are impacted by new construction and roadway modifications.

**FY 2016 Consultant Supported Activity**

Eight studies will be conducted by consultants engaged by the Region. All consultant work will be undertaken in a manner consistent with the National Environmental Policy Act (NEPA). Any studies undertaken by the Region that impact state transportation systems or highways will identify the role and/or assistance expected from CTDOT, including resources and outcome.

*Multi-Community Sign Inventory Program* – For Bethany, East Haven, Orange, and Woodbridge, provide town wide inventory of road and street signs, providing software for management and recommendations for upgrades and regulatory compliance.

*Update Regional Bike Ped Study* – Update previous study to reflect current conditions in accord with certification recommendations.

*Town of Madison Downtown Connectivity Study* – Review current conditions, limitations and options for improved connectivity and circulation in downtown area, including train station and retail south of Boston Post Road

*Town of East Haven, Route 1, 100, Forbes Place, Kimberly Ave. Study* – Review current conditions, limitations and study options for improved access and operation of these intersections and connections

*City of New Haven, One Way Two Way Study Newhallville, Fair Haven* – Evaluation of conversion back to two way of selected streets in these two neighborhoods. Review opportunities for complete streets implementation along with conversion potential. Concept plans and potential cost estimates to be prepared.

*Town of Wallingford Signal Improvement, Efficiency and Safety Study* – Study to evaluate existing conditions and provide recommendations for signal hardware and software upgrades, evaluate signal communication options, and provide recommendations for improved hardware, software, efficiency and safety.

*City of Meriden – Transit Center “First Mile, Last Mile” Study* - Study to identify gaps, needed and or possible improvements in infrastructure or service to facilitate access to and usage of the transit center.

### **FY 2017 Consultant Supported Activity**

Nine studies will be conducted by consultants engaged by the Region. All consultant work will be undertaken in a manner consistent with the National Environmental Policy Act (NEPA). Any studies undertaken by the Region that impact state transportation systems or highways will identify the role and/or assistance expected from CTDOT, including resources and outcome.

*Town of East Haven, Route 1, 100, Forbes Place, Kimberly Ave. Study* – Expansion of Study area in response to public outreach.

*City of New Haven Sign Inventory Phase 1* – Program to provide city wide inventory of road and street signs, providing software for management and recommendations for upgrades and regulatory compliance.

*Town of Branford Branford Connector Corridor Study* - Corridor Study of Branford Connector to improve safety, operational concerns, and geometric deficiencies while addressing circulation and pedestrian issues.

*City of New Haven Westville Parking and Traffic Study* - Traffic and Parking Study in Westville Village to provide recommendations to improve traffic flow while addressing parking concerns.

*Regional Freight Study* – In cooperation with CTDOT efforts, prepare regional components for utilization in state freight plan.

*Transportation Demand Model Update* – Update demand model to meet regional and state goals.

*Transportation Vulnerability and Resiliency Study Pilot Project* – Regional pilot study on Route 146 from Branford to Guilford to assess major vulnerability and resiliency issues and identify options and projects to improve resiliency and reduce vulnerability.

*Congestion Management Process* – Additional data collection and implementation of CMP recommendations from previous studies. Continued input to tie our CMP efforts with Lower Conn River Valley COG as the two main areas of the New Haven TMA.

*Regional Complete Streets Toolbox – City of Milford Downtown Pilot project* - Preparation of a tool box outlining the options, considerations, steps, and potential conflicts involved in the possible implementation of a complete streets program in any municipality in the Region. Assist the City of Milford on a pilot project for the downtown area to consider, create and, if desired by the City, implement a complete streets plan, utilizing the toolbox process to determine feasibility and desirability.

### ***Other Planning Activities***

#### *Locally Coordinated Public Transit Human Services Transportation Plan (LOCHSTP)*

This requirement of SAFETEA-LU is the planning element under which SCRCOG will continue to coordinate transit services to provide for the basic mobility needs of the Region’s elderly and disabled under the Section 5310 program, Enhanced Mobility for Seniors and Persons with Disabilities. In 2014, the Region established a Mobility Management Program and engaged a Mobility Ombudsman to facilitate outreach to service providers and municipalities to identify service gaps and needs. During FY 2016 and FY 2017, staff will continue outreach to service providers and CTDOT and work with them to implement service priorities.

#### *Transit Planning*

Most day-to-day operational planning for the transit systems in the South Central region is done at the individual agency level (i.e. by Greater New Haven Transit District, CTTransit, Milford Transit District and Meriden Transit District). SCRCOG staff play a role in coordinating programs between these regional districts, assessing demographic and land use policies that will impact the viability of transit services, and identifying new opportunities for transit service outside the existing route network and service areas. Staff attends transit meetings in the region. Recommendations of the FY2008 Regional Transit Implementation Project will be pursued. Initiatives that increase transit usage and reduce the usage of single occupancy vehicles and contribute to improving air quality in the region will be prioritized.

#### *Freight Movement Planning*

Planning for more efficient truck freight movement and reducing the impacts of existing truck trips on adjacent residential areas is a key element of previous UPWP studies. SCRCOG staff will continue to monitor freight movement trends in the region and identify opportunities for improved movements and efficiencies which will also reduce the impacts of goods movement on the air quality in the region.

Staff will work with CTDOT on a state freight plan and assist the Department identifying bottlenecks, needed improvements and estimated costs to improve freight movement into and through the region, the state and surrounding states.

Other freight-related staff activities will focus on evaluation of intermodal issues relating to the Port of New Haven and potential expanded utilization, assisting, as appropriate, the City of New Haven and the Port Authority of New Haven with their evaluation of site and development alternatives for the proposed intermodal terminals at the Port. Staff will continue to work with municipalities and the State to maximize future intermodal opportunities as they develop throughout the Region.

Improvements to track connections in the vicinity of the Port of New Haven completed with the cooperation of the property owners will allow, for the first time in several decades, direct connection between the port area and the mainline rail network. This project will substantially enhance the economics of intermodal freight shipment and will provide strong economic development benefits to the region.

The runway safety improvements at Tweed New Haven Airport potentially allow for improved freight utilization at the Airport. SCRCOG staff will work with the Airport Authority, Town of East Haven and City of New Haven to evaluate potential increased freight operations to reduce congestion on the region's interstates and provide timely delivery of goods and food products to the region.

#### *Operations and Management Strategies*

SCRCOG staff will continue to review State ITS Architecture refinements, and will ensure coordination with regional and local plans. Many of the study efforts outlined above are focused on alleviating traffic congestion and thereby improving air quality through enhanced operation and utilization of existing transportation system assets.

#### *Safety Activities*

SCRCOG staff will continue to work with CTDOT, member municipalities and other regional entities to advance safety programs and activities in the region. SCRCOG will participate in the update of CTDOT's Strategic Highway Safety Plan and incorporate its recommendations into regional plans and activities.

#### *Climate Change and Resiliency*

Work in cooperation with CTDOT and other state and local agencies to improve transportation system resiliency in the face of climate change, sea level rise and severe storms. Support CTDOT's climate change and resiliency planning efforts. SCRCOG's other climate change, coastal resiliency, and hazard mitigation efforts in conjunction with additional partners will further regional planning efforts and identify potential opportunities for improving transportation resiliency.

#### *Transition to Performance Based Planning and Programming*

As federal and state standards required under MAP-21 are finalized and adopted, SCRCOG staff will work to develop and implement a performance management approach to transportation planning and programming that supports the achievement of transportation system performance outcomes.



### *Models of Regional Planning*

As noted in our last certification review, SCRCOG coordinates with Lower Connecticut River Valley Council of Governments, the other major planning region sharing our urban area. In addition, our participation in the Connecticut Association of Councils of Governments (CTCOG), as well as numerous staff contacts, keeps us in contact and cooperation with not only the other neighboring Councils, but the entire state regional planning community. We will continue to build upon this strong base of cooperation and collaboration.

### *Ladders of Opportunity*

SCRCOG staff continue to look for means to identify and address transportation connectivity issues. Our previous Transit Study, our commencement of a Mobility Manager Service for elderly and persons with disabilities and our recently completed Jobs Access Study, produced in cooperation with the local NAACP chapter and the Workforce Alliance, among other partners, are examples of the region's commitment to identifying and working to address transportation connectivity issues. These efforts will continue during FY2016 and FY2017.

### *Products*

- *FY2015-2018 TIP.* Maintain the four-year Transportation Improvement Program and adopt amendments as appropriate throughout the fiscal year.
- *Review of Long Range Transportation Plan 2015-2040*
- *Local Accident Reduction Program.* Prepare applications for CTDOT review in association with interested municipalities (April 2016 and April 2017).
- *FTA Section 5310 Program Priorities.* Review and approval of grants, in conjunction with CTDOT (April 2016 and April 2017).
- *New CMAQ projects as per CTDOT guidance.*

This task requires continuing activity throughout the years. Reporting milestones are noted above.

#### ***Task 4: Other Technical Assistance***

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##### ***Objective***

1. Coordination with Division of Emergency Management and Homeland Security (DEMHS) on emergency response planning and transportation security.
2. Provide technical assistance and coordination with Safe Routes to School (SRTS) program participants and CTDOT concerning applications for funding.
3. Provide assistance to new transit station development in the Region, including transit oriented development (TOD) for New Haven, West Haven, North Haven, Branford, Madison, Guilford, Orange, Wallingford, Meriden, and Milford.
4. Work with REX Development to ensure continued regional economic vitality.

##### ***Major 2016 and 2017 Activities***

###### ***Coordination with DEMHS***

Continue attendance by staff at DEMHS regional meetings to work with DEHMS and municipal staff on emergency response planning and implementation. Review of DEMHS communications and plans to insure integration with other regional initiatives.

###### ***Security of the Transportation System***

Work with DEMHS Region 2 Regional Emergency Preparedness Team Steering Committee to review and offer recommendations on security. The Transportation Regional Emergency Support Function provides an annual SWOT (**S**trengths, **W**eaknesses, **O**pportunities, **T**hreats) analysis to help improve regional transportation function and security.

###### ***Safe Routes to Schools***

Work with interested schools and CTDOT to provide coordination and technical assistance in the preparation of SRTS Master Plans and application for infrastructure grants through the program.

###### ***Transit Stations and TOD***

Work with interested municipalities, CTDOT, local legislators and residents to help promote transit and TOD opportunities to increase mobility, improve transportation options, promote economic vitality, and encourage the linking of transportation and land use decisions.

###### ***REX Development***

Promote regional economic vitality through representation on the REX Board. Chief Elected Officials serve on the REX Board, which identifies regional economic opportunities. Continued

Board membership and participation, with periodic reports to the Council, will help promote economic vitality and opportunities. REX serves as the regional coordinator of brownfields funds, utilizing these opportunities to encourage adaptive reuse of brownfields sites to contribute to the improved economic environment of the region.

This task requires continuing activity throughout the years.

### ***Task 5: Public Participation***

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#### ***Objectives***

1. Facilitate a timely flow of information to interested individuals and organizations through media outreach and our agency website.
2. Provide a focus for public input relative to the region's Transportation Plan, Transportation Improvement Program and other key products by elected officials, any interested citizens and specifically by minority, low-income and non-English speaking communities.
3. Solicit public interest for each of our regional planning and transportation studies and for the SCRCOG decision-making process in general. Ensure that outreach, review and project definition respond to USDOT/CTDOT Environmental Justice requirements contained in the MAP-21 federal transportation act, utilizing latest available census and demographic data.
4. Share technical material with professionals, elected officials and the public at appropriate times as major study efforts progress.

#### ***Major 2016 and 2017 Activities***

The Council of Governments will continue its commitment to public outreach through a wide range of outlets:

##### ***Annual Report***

SCRCOG's annual report will be made available at the conclusion of each fiscal year.

##### ***Media Coverage***

The Transportation Committee agenda notification process includes over thirty area media organizations. Meeting notices for Transportation Committee/Council actions and SCRCOG publications will be regularly shared with a wide range of print and broadcast media including the *New Haven Register*, the *Connecticut Post*, the *Meriden Record-Journal*, *Northeast Minority News*, *La Voz Hispana* and other local (non-daily) newspapers in the region, and radio and television news departments.

##### ***Transportation Committee and Technical Transportation Committee***

The Region's Transportation Committee (chief elected officials) and Transportation Technical Committee (municipal staff), meeting together monthly, will continue to interact with CTDOT personnel, federal staff and other interested parties. The committees advance programming and planning proposals to the Council as a whole. Over 100 organizations and individuals, including advocacy organizations, environmental groups, social services organizations, and private transit operators, will be notified of committee meetings by email or fax. Notice of meetings is also provided on the SCRCOG website. Council-adopted *Public Participation Guidelines* clearly identify the Council's commitment to broad, ongoing participation, and highlight the avenues for public input in the transportation planning process.

#### *Public Meetings*

- Quarterly Greater New Haven Transit District meetings and periodic attendance at meetings of the Milford and Meriden transit districts to facilitate planning and programming activities.
- REX Development, the region's non-profit economic development organization, was established jointly by SCRCOG and the private sector. Chief Elected Officials serve on the REX Board.
- Rides to Work Steering Committee meetings. The RTW steering committee shapes the region's job access transportation commitment together with state, municipal and regional partners. The Executive Director serves on the Steering Committee.
- Regional Alliance work sessions. The twelve-year-old Alliance brings a broad array of regionally oriented organizations together to share experience, initiatives and ideas in the educational, social service, economic development, land use and transportation fields.
- Regional Chambers of Commerce – Executive Directors meet at SCRCOG periodically in conjunction with Regional Economic Development Directors to address business-related transportation issues.

#### *Council of Governments Meetings*

Monthly Council meetings (chief elected officials) provide opportunities to review the status of major planning and programming efforts, gain further guidance from chief elected officials and take formal Council TIP actions.

#### *SCRCOG Web Site*

The agency website provides ready access to Council meeting agendas, reports and memos including *Public Participation Guidelines*, the UPWP, the TIP and proposed TIP amendments, and *South Central Regional Long Range Transportation Plan 2015-2040*. Links to CTDOT, municipalities, data sources and transit/transportation sites are also included here.

#### *Public Participation Guidelines*

SCRCOG *Public Participation Guidelines* outline broad public involvement. Ongoing public participation confirms their effectiveness.

*Evaluation of Effectiveness*

Evaluation of the effectiveness of the Region's public outreach is an ongoing process. Staff continually reviews the attendance at SCRCOG and Transportation Committee meetings, as well as at public meetings held as part of consultant supported work. This review indicates that the outreach is working and involving the community and interested parties. Hits on the SCRCOG website indicate a high level of interest in our activities. Staff attendance at public meetings of regional and state organizations and civic groups, and reports back to our members, provide involvement of the region and important communication both within and beyond the Region. This high level of involvement and communication is indicative of the Region's ongoing commitment to effective public outreach.

Efforts will focus on enhanced public awareness and understanding the region's transportation needs. In FY 2016 and FY 2017, public outreach will continue to emphasize the implementation of the Regional Long Range Transportation Plan and the Regional Plan of Conservation and Development, working toward solutions involving policies such as smart growth, non-vehicular transportation, and context sensitive design solutions. Chief elected officials and SCRCOG staff will continue to participate in the organizations as noted above.

Public outreach will include opportunities for public input on the FY2016 and FY 2017 Consultant supported activity and CTDOT transit improvements. Staff will continue to monitor progress on the I-95 Corridor Improvement Program with monthly updates available at the regular public meetings of SCRCOG.

This task requires continuing activity throughout the years. Reporting milestones are noted above.

## Appendix A

**Unified Planning Work Program**

**Financial Tables – Fiscal Years 16 and 17\***

**\*All FY 17 Activities are subject to SCRCOG approval of the SCRCOG FY 17 budget and may be adjusted as funding availability is confirmed**

*Table 1*

**Fiscal Year 2016 - Anticipated Revenues**

	<i>Federal</i>	<i>State</i>	<i>Local</i>	<i>Total</i>
<i>Federal Highway Administration</i>	745,751	93,219	93,219	932,189
<i>Federal Transit Administration</i>	189,787	23,724	23,724	237,235
<b>Total</b>	<b>935,538</b>	<b>116,943</b>	<b>116,943</b>	<b>1,169,424</b>

*Table 2*

**Fiscal Year 2016 - Planning Costs by Task**

	<i>Federal</i>	<i>State</i>	<i>Local</i>	<i>Total</i>
<i>Management of the Planning Process</i>	36,126	4,516	4,516	45,158
<i>Transportation Planning Activities</i>	283,005	35,376	35,376	353,757
<i>Data Collection / Analysis</i>	10,115	1,264	1,264	12,643
<i>Planning Projects</i>	583,546	72,943	72,943	729,432
<i>Public Participation</i>	22,748	2,843	2,843	28,434
<b>Total</b>	<b>935,540</b>	<b>116,942</b>	<b>116,942</b>	<b>1,169,424</b>

Table 3

**Fiscal Year 2016 - Direct Salaries by Task - Hours & Cost (Hourly Rate) <sup>1</sup>**

	<i>Personnel Costs by Task</i>									
	<i>Ex. Dir.</i>		<i>Sr. Planner</i>		<i>Planners</i>		<i>Field</i>		<i>Total</i>	
	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>
<i>Management of the Planning Process</i>	165	9,906	100	5,351	100	4,446	0	0	365	19,703
<i>Transportation Planning Activities</i>	327	19,633	257	13,753	3,248	100,780	0	0	3,832	134,165
<i>Data Collection / Analysis</i>	0	0	0	0	120	4,746	50	600	170	5,346
<i>Planning Projects</i>	90	5,403	850	45,486	1,022	37,392	0	0	1,962	88,282
<i>Public Participation</i>	45	2,702	100	5,351	100	3,333	0	0	245	11,386
<b>Total</b>	<b>627</b>	<b>37,644</b>	<b>1,307</b>	<b>69,941</b>	<b>4,590</b>	<b>150,697</b>	<b>50</b>	<b>600</b>	<b>6,574</b>	<b>258,882</b>

<sup>1</sup> Maximum hourly rates for Executive Director - \$65.00, Sr. Planner - \$60.00, Planners - \$50.00, Field Personnel - \$12.00.

General Classification duties – Executive Director - Oversees agency operations, administers planning program, financial oversight, oversees status of UPWP, reports to SCRCOG Board on agency operations and progress. Sr. Planner - administers transportation planning, works with municipalities, FHWA and CTDOT staff to facilitate transportation planning, oversees consultants, prepares necessary planning documents. Planners - duties include financial administration, budget oversight, transportation document preparation, coordination of transportation planning and land use, sustainability, economic vitality, environmental concerns, management and utilization of GIS database for transportation planning, coordination of transportation system integration, management and preservation, data acquisition and utilization. Field - Acquisition of parking occupancy data and other data acquisition

Table 4

**Fiscal Year 2016 - Total Labor by Task - Salaries & Overhead Applied <sup>1</sup>**

	<i>Labor Costs by Task</i>				
	<i>Ex. Dir.</i>	<i>Sr. Planner</i>	<i>Planners</i>	<i>Field</i>	<i>Total</i>
<i>Management of the Planning Process</i>	22,502	12,155	10,099	0	44,756
<i>Transportation Planning Activities</i>	44,596	31,239	228,921	0	304,756
<i>Data Collection / Analysis</i>	0	0	10,781	1,363	12,144
<i>Planning Projects</i>	12,274	103,321	84,937	0	200,532
<i>Public Participation</i>	6,137	12,155	7,570	0	25,862
<b>Total</b>	<b>85,509</b>	<b>158,871</b>	<b>342,308</b>	<b>1,363</b>	<b>588,051</b>

1. Audited overhead rate @ 1.2715

Table 5  
**Fiscal Year 2016 - Direct Expenditures by Task**

	<i>Direct Expenditures by Task</i>						
	<i>Print &amp; Repro</i>	<i>Travel</i>	<i>Data Proc</i>	<i>Consult</i>	<i>Misc <sup>1</sup></i>	<i>Capital</i>	<i>Total</i>
<i>Management of the Planning Process</i>	0	200	0	0	200	0	400
<i>Transportation Planning Activities</i>	1,000	3,500	3,500	0	6,000	35,000	49,000
<i>Data Collection / Analysis</i>	0	500	0	0	0	0	500
<i>Planning Projects</i>	500	2,100	0	525,000	1,300	0	528,900
<i>Public Participation</i>	772	100	0	0	1,700	0	2,572
<b>Total</b>	<b>2,272</b>	<b>6,400</b>	<b>3,500</b>	<b>525,000</b>	<b>9,200</b>	<b>35,000</b>	<b>581,372</b>

1. Miscellaneous expenses include technical training & support, technical publications, and advertising expenses.

Table 6  
**Fiscal Year 2016 - Planning Projects with Consultant Assistance**

	<i>Cost</i>
<i>Sign Inventory Continuation</i>	140,000
<i>Regional Bike &amp; Pedestrian Study - Update</i>	105,000
<i>East Haven - Rt 1, Rt 100, Forbes Ave, Kimberly Ave</i>	70,000
<i>Madison Downtown Connectivity</i>	30,000
<i>New Haven Street Pattern - Newhallville, Fair Haven</i>	90,000
<i>Wallingford Signal Efficiency &amp; Safety Study</i>	40,000
<i>Meriden - Transit Center</i>	50,000
<b>Total</b>	<b>525,000</b>

Table 7  
**Fiscal Year 2016 - Total UPWP Program Cost**

	<i>Cost</i>
<i>SCRCOG Salaries</i>	258,882
<i>Overhead - Indirect Applied (1.2715,</i>	329,168
<i>Print &amp; Reproductions</i>	2,272
<i>Travel</i>	6,400
<i>Data Processing</i>	3,500
<i>Consultants</i>	525,000
<i>Meeting, Advertising &amp; Miscellaneous</i>	9,200
<i>Capital</i>	35,000
<b>Total</b>	<b>1,169,423</b>



Table 8  
**Fiscal Year 2017 - Anticipated Revenues**

	<i>Federal</i>	<i>State</i>	<i>Local</i>	<i>Total</i>
<i>Federal Highway Administration</i>	714,889	89,361	89,361	893,611
<i>FY 2014 Carryover</i>	215,298	26,912	26,912	269,122
<i>Federal Transit Administration</i>	195,340	24,418	24,418	244,176
<b>Total</b>	<b>1,125,527</b>	<b>140,691</b>	<b>140,691</b>	<b>1,406,909</b>

Table 9  
**Fiscal Year 2017 - Planning Costs by Task**

	<i>Federal</i>	<i>State</i>	<i>Local</i>	<i>Total</i>
<i>Management of the Planning Process</i>	57,388	7,173	7,173	71,734
<i>Transportation Planning Activities</i>	361,834	45,229	45,229	452,292
<i>Data Collection / Analysis</i>	13,572	1,697	1,697	16,966
<i>Planning Projects</i>	664,661	83,083	83,083	830,827
<i>Public Participation</i>	28,072	3,509	3,509	35,090
<b>Total</b>	<b>1,125,527</b>	<b>140,691</b>	<b>140,691</b>	<b>1,406,909</b>

Table 10

**Fiscal Year 2017 - Direct Salaries by Task - Hours & Cost (Hourly Rate) <sup>1</sup>**

	<i>Personnel Costs by Task</i>									
	<i>Ex. Dir.</i>		<i>Sr. Planner</i>		<i>Planners</i>		<i>Field</i>		<i>Total</i>	
	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>	<i>Hrs</i>	<i>Cost</i>
<i>Management of the Planning Process</i>	275	17,403	150	8,461	100	4,686	0	0	525	30,549
<i>Transportation Planning Activities</i>	550	34,805	300	16,921	4,200	135,674	0	0	5,050	187,400
<i>Data Collection / Analysis</i>	0	0	0	0	150	6,408	50	600	200	7,008
<i>Planning Projects</i>	150	9,492	950	53,583	1,350	48,923	0	0	2,450	111,999
<i>Public Participation</i>	75	4,746	100	5,640	100	3,513	0	0	275	13,899
<b>Total</b>	<b>1,050</b>	<b>66,446</b>	<b>1,500</b>	<b>84,605</b>	<b>5,900</b>	<b>199,204</b>	<b>50</b>	<b>600</b>	<b>8,500</b>	<b>350,855</b>

<sup>1</sup> Maximum hourly rates for Executive Director - \$70.00, Sr. Planner - \$60.00, Planners - \$55.00, Field Personnel - \$15.00.

General Classification duties – Executive Director - Oversees agency operations, administers planning program, financial oversight, oversees status of UPWP, reports to SCRCOG Board on agency operations and progress. Sr. Planner - administers transportation planning, works with municipalities, FHWA and CTDOT staff to facilitate transportation planning, oversees consultants, prepares necessary planning documents. Planners - duties include financial administration, budget oversight, transportation document preparation, coordination of transportation planning and land use, sustainability, economic vitality, environmental concerns, management and utilization of GIS database for transportation planning, coordination of transportation system integration, management and preservation, data acquisition and utilization. Field - Acquisition of parking occupancy data and other data acquisition

Table 11

**Fiscal Year 2017 - Total Labor by Task - Salaries & Overhead Applied <sup>1</sup>**

	<i>Labor Costs by Task</i>				
	<i>Ex. Dir.</i>	<i>Sr. Planner</i>	<i>Planners</i>	<i>Field</i>	<i>Total</i>
<i>Management of the Planning Process</i>	40,636	19,756	10,942	0	71,335
<i>Transportation Planning Activities</i>	81,273	39,512	316,808	0	437,593
<i>Data Collection / Analysis</i>	0	0	14,964	1,401	16,365
<i>Planning Projects</i>	22,165	125,121	114,239	0	261,526
<i>Public Participation</i>	11,083	13,171	8,202	0	32,455
<b>Total</b>	<b>155,157</b>	<b>197,559</b>	<b>465,156</b>	<b>1,401</b>	<b>819,273</b>

1. Estimated overhead rate @ 1.3351

Table 12

**Fiscal Year 2017 - Direct Expenditures by Task**

	Direct Expenditures by Task						Total
	Print & Repro	Travel	Data Proc	Consult	Misc <sup>1</sup>	Capital	
<i>Management of the Planning Process</i>	0	200	0	0	200	0	400
<i>Transportation Planning Activities</i>	1,000	3,700	3,700	0	6,300	0	14,700
<i>Data Collection / Analysis</i>	0	600	0	0	0	0	600
<i>Planning Projects</i>	700	2,200	0	565,000	1,400	0	569,300
<i>Public Participation</i>	735	100	0	0	1,800	0	2,635
<b>Total</b>	<b>2,435</b>	<b>6,800</b>	<b>3,700</b>	<b>565,000</b>	<b>9,700</b>	<b>0</b>	<b>587,635</b>

1. Miscellaneous expenses include technical training & support, technical publications, and advertising expenses.

Table 13

**Fiscal Year 2017 - Planning Projects with Consultant Assistance**

	Cost
<i>East Haven (Expansion of Study Area)</i>	30,000
<i>New Haven - Sign Inventory, Phase 1</i>	150,000
<i>Branford - Branford Connector Corridor Study</i>	125,000
<i>New Haven - Westville Study</i>	20,000
<i>Regional Freight Study</i>	20,000
<i>Transportation Demand Model - Update</i>	30,000
<i>Transp Vulnerability &amp; Resiliency Pilot Study</i>	85,000
<i>Congestion Management Process</i>	60,000
<i>Regional Complete Streets - Milford Pilot</i>	45,000
<b>Total</b>	<b>565,000</b>

Table 14

**Fiscal Year 2017 - Total UPWP Program Cost**

	Cost
<i>SCRCOG Salaries</i>	350,855
<i>Overhead - Indirect Applied (1.3085)</i>	468,419
<i>Print &amp; Reproductions</i>	2,435
<i>Travel</i>	6,800
<i>Data Processing</i>	3,700
<i>Consultants</i>	565,000
<i>Miscellaneous</i>	9,700
<i>Capital</i>	0
<b>Total</b>	<b>1,406,909</b>

## Appendix B

### Statement of Cooperative MPO/State/Transit Operators Planning Roles & Responsibilities

#### Purpose

The purpose of this statement is to outline the roles and responsibilities of the State, the South Central Regional Council of Governments (SCRCOG) and appropriate providers of public transportation as required by 23 CFR Sec. 450.314(a) "Metropolitan Planning Agreements" [formerly 23CFR 450.310(e)].

#### General Roles & Responsibilities

SCRCOG will perform the transportation planning process for the South Central Region and develop procedures to coordinate transportation planning activities in accordance with applicable federal regulations and guidance. The transportation process will, at a minimum, consist of:

1. Preparation of an annual Unified Planning Work Program that lists and describes all transportation planning studies and tasks to be completed during the year.
2. Preparation and update of a long range, multi-modal regional transportation plan.
3. Preparation and maintenance of a short-range transportation improvement program (TIP).
4. Financial planning to ensure plan and program are financially constrained and within anticipated funding levels.
5. Conduct of planning studies and system performance monitoring, including highway corridor and intersection studies, transit system studies, application of advanced computer techniques, and transportation data collection and archiving.
6. Public outreach, including survey of affected populations, electronic dissemination of reports and information (website), and consideration of public comments.
7. Ensuring the transportation planning process does not have a significant or disproportionate impact on low income, minority and transit dependent Title VI populations.
8. Development and implementation of a Congestion Management Process as appropriate.
9. Ensuring plans, projects and programs are consistent with and conform to air quality goals of reducing transportation-related emissions and attaining National Ambient Air Quality Standards.

#### Long Range Transportation Plan

1. SCRCOG will be responsible for preparing and developing the long range (20–25 years) transportation plans for the South Central Region.
2. SCRCOG may develop a consolidated transportation plan summary report for the South Central Region that includes the key issues facing the area and priority programs and projects.
3. CTDOT will provide the following information and data in support of developing the transportation plan:

- a. Financial information - estimate of anticipated federal funds over the 20-25 year time frame of the plan for the highway and transit programs.
  - b. Trip tables - for each analysis year, including base year and the horizon year of the plan by trip purpose and mode.
  - c. Traffic count data for state roads in the South Central Region, and transit statistics as available.
  - d. List of projects of statewide significance by mode, with descriptions, so that they can be incorporated into the regional transportation plans.
  - e. Assess air quality impacts and conduct the regional emissions assessment of the plan. Will provide the results of the assessment in a timely manner to allow inclusion in the plan and to be made available to the public at public information meetings. (Refer to air quality tasks.)
4. SCRCOG may conduct transportation modeling for the area
  5. SCRCOG will consult with the appropriate providers of public transportation on local bus capital projects to include in the transportation plan, and will work together to develop local bus improvements for the plan from the 10-year capital program. Through consultation, SCRCOG, in cooperation with CTDOT, will identify future local bus needs and services, including new routes, service expansion, rolling stock needs beyond replacement, and operating financial needs.

### **Transportation Improvement Program (TIP)**

1. The TIP will be prepared and compiled through a consultative process among CTDOT, SCRCOG, and the appropriate provider(s) of public transportation.
2. CTDOT will prepare an initial list of projects to include in the new TIP. This list will be based on the current TIP that is about to expire and an assessment of which projects will be obligated for funding before the end of the current federal fiscal year.
3. CTDOT, SCRCOG and transit provider(s) – CTDOT will solicit comments on the TIP and incorporate where practicable.
4. CTDOT will provide detailed project descriptions, cost estimates and program schedules. The project descriptions will provide sufficient detail to explain the projects to SCRCOG and the general public.
5. CTDOT will provide a list of projects obligated during each of the federal fiscal years covered by the expiring TIP/STIP. The annual listing of obligated projects should include both highway and transit projects.
6. SCRCOG will compile the TIP for the Region, including preparing a narrative. Projects will be categorized by federal aid program and listed in summary tables. The TIP will be converted into a format that will allow it to be downloaded to the Region's website. SCRCOG will maintain the TIP by tracking amendments and changes to projects (schedule, scope and cost) made through the administrative action process.
7. CTDOT will develop the STIP based on the MPO's TIPs and projects located in the rural regions of the State.
8. CTDOT will include one STIP entry each for the Bridge program, the Highway Safety Improvement program and the Recreational Trails program. This entry will list the total funds needed for these programs for each fiscal year. All Regions will receive back up lists in the form of the Connecticut Bridge Program, the Office of Traffic Engineering Safety Plan and the Recreational Trails program administered by the Department of Environmental Protection. The one line entry will reduce the number of entries needed in the STIP.

9. CTDOT will provide proposed amendments to SCRCOG for consideration. The amendment will include a project description that provides sufficient detail to explain the proposed changes to SCRCOG. It will also provide a clear reason and justification for the amendment. If it involves a new project, CTDOT will provide a clear explanation of the reasons and rationale for adding it to the TIP/STIP.
10. When an amendment to the TIP/STIP is being proposed by SCRCOG and CTDOT, CTDOT will ensure financial consistency.
11. CTDOT will provide a financial assessment of the STIP with each update. SCRCOG should prepare a TIP summary table listing all projects by funding program sorted by year based on CTDOT's financial assessment.

### **Air Quality Planning**

1. CTDOT and SCRCOG may meet at least once per year to discuss the air quality conformity process, the regional emissions analysis and air quality modeling.
2. CTDOT will conduct the regional emissions analysis, which includes the South Central Region and provide the results to SCRCOG. The regional emissions analyses for the build or future years will include the proposed transportation improvements included in the regional long-range transportation plans and TIP. It will contain a table showing the estimated emissions from the transportation system for each criteria pollutant and analysis year.
3. The report provided by CTDOT on the regional emissions analyses will be inserted into the long-range transportation plan and TIP.
4. SCRCOG will make the regional emissions analysis available to the public.

### **Public Participation Program**

1. SCRCOG will annually review and evaluate its public participation program.
2. SCRCOG will update and prepare a list of neighborhood and local organizations and groups that will receive notices of SCRCOG plans, programs and projects.
3. SCRCOG will work to ensure that low-income, minority and transit dependent areas are afforded an adequate opportunity to participate in the transportation planning process, receive a fair share of the transportation improvement benefits and do not endure a disproportionate transportation burden. SCRCOG will comply with federal legislation on these issues.
4. SCRCOG's process for developing plans, projects, and programs will include consultation with state and local agencies responsible for land use and growth management, natural resources, environmental protection, conservation and historic preservation.
5. SCRCOG will maintain its website to provide clear and concise information on the transportation planning process and provide an opportunity to download reports and documents. This will include developing project and study summaries, converting reports into a pdf or text format, and maintaining a list of available documents. The website will provide links to other associated organizations and agencies.

## **Public Transportation Planning**

1. SCRCOG will allow for, to the extent feasible, the participation of transit providers at all Transportation Committee and SCRCOG meetings to provide advice, information and consultation on transportation programs within the South Central Region.
2. SCRCOG will provide the opportunity for the transit providers to review and comment on planning products relating to transit issues within the Region.
3. SCRCOG will allow for transit provider(s) to participate in UPWP, long-range plan, and TIP development to insure the consideration of any appropriate comments.
4. SCRCOG and CTDOT will assist the transit provider(s) to the extent feasible with planning for transit related activities.

## **Fiscal/Financial Planning**

1. The CTDOT will provide SCRCOG with up-to-date fiscal and financial information on the statewide and regional transportation improvement programs to the extent practicable. This will include:
  - a. Anticipated federal funding resources by federal aid category for the upcoming federal fiscal year, as shown in the TIP financial chart.
  - b. Annual authorized funds for the STP-Urban account.
  - c. Annual authorized funds for the FTA Section 5307 Program.
  - d. A listing of FTA Section 5309 Bus and Section 5309 New Starts projects that are earmarked in federal legislation and also as appropriated by Congress.
  - e. Monthly updates of STP-Urban Program showing current estimated cost & scheduled obligation dates.
2. The CTDOT will notify SCRCOG when the anticipated cost of a project, regardless of funding category, has changed in accordance with the agreed upon TIP/STIP amendment and administrative action process.
3. SCRCOG will prepare and distribute summary tables and charts that display financial information.

## **Congestion Management Process (CMP) Program**

1. The CTDOT, as state's primary CMP, will provide SCRCOG its congestion screening report.
2. SCRCOG will review the congestion screening report and select critical corridors for analysis as a second level CMP in the state.
3. SCRCOG will conduct a highway performance monitoring program that includes the collection of traffic counts, conduct of travel time surveys, and determination of travel speeds and delay.
4. SCRCOG will conduct congestion strategies studies for critical corridors and identify possible improvements to reduce congestion and delay.
5. SCRCOG will work with CTDOT on programming possible congestion-reducing projects.
6. SCRCOG will, upon implementation of a congestion reduction improvement, assess post-improvement operations and determine level of congestion relief.

### **Intelligent Transportation Systems (ITS) Program**

1. The CTDOT will maintain the statewide ITS architecture and ensure consistency with the Regional ITS Architecture for the South Central Planning Region.
2. SCRCOG will maintain and update the Regional ITS Architecture for the South Central Planning Region, where appropriate.

### **Amendment**

This Statement on Transportation Planning may be amended from time to time or to coincide with annual UPWP approval as jointly deemed necessary or in the best interests of all parties, including Federal transportation agencies.

### **Effective Date**

This Statement will be effective after it has been endorsed by SCRCOG as part of the UPWP, and as soon as the UPWP has been approved by the relevant Federal transportation agencies.

### **No Limitation on Statutory Authority**

Nothing contained in this Statement is intended to or shall limit the authority or responsibilities assigned to signatory organizations under Connecticut law, federal law, local ordinance, or charter.