

Memorandum

To: Charlottesville-Albemarle Metropolitan Planning Organization Policy Board
From: Taylor Jenkins, Director of Transportation
Date: April 22, 2026
Re: Draft Final FY27 Unified Planning Work Program

Purpose:

To inform the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) Policy Board of the draft final Fiscal Year 2027 (FY27) Unified Planning Work Program.

Background:

The Unified Planning Work Program (UPWP) identifies all transportation planning activities to be undertaken by CA-MPO staff in FY27, serving as the CA-MPO budget and work plan. It is primarily funded by two federal agencies: the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA). The FY27 UPWP has been posted for public comment and review on the TJPDC and CA-MPO websites. Public notice was posted to the Daily Progress with a 30-day comment period prior to CA-MPO Policy Board approval, and no comments were received.

FY27 Work Activities and Updates to the Draft:

The FY27 UPWP includes ongoing and continued activities from last fiscal year, including general administration, SMART SCALE/STARS/Pipeline coordination, adoption of performance safety targets, and the development of various grant applications. The FY26 Transportation Demand Management (TDM) study will continue in the FY27 UPWP.

New efforts in the FY27 UPWP include best practices and benchmarking initiatives, LRTP and TIP data visualization and coordination, and evaluating the feasibility of establishing a bicycle and pedestrian count program.

Since the first draft was provided, the following content has changed:

- Staff received FY27 PL allocations and the SPR Budget from VDOT, which are reflected in tables 1 and 2.
- Staff received FY27 FTA allocations from DRPT, which are reflected in tables 1 and 2.
- Task 1: Program Administration
 - To become aligned with updated VDOT guidance, direct expenses related to travel, training, and professional development were identified as a separate line within Task 1.
 - Added the hosting of a joint meeting of the Charlottesville-Albemarle Regional Transit Authority (CARTA) and the CA-MPO Policy Board.
 - Removed administering the Citizens Transportation Advisory Committee (CTAC) as a committee of the CA-MPO.
- Task 2: Long-Range Transportation Planning
 - Added an activity line for Special Studies, Projects, Programs, and Contingency to match with Task 3
 - Added a bullet under D. Long Range Transportation Plan to capture beginning to develop a public engagement framework, including an ad-hoc committee for public engagement

Tables 1 and 2 identify FY27 UPWP Funding by Source and Task, respectively.

Table 1. FY27 Work Program: Funding by Source

Funding Source	Federal	State	Local	Total
	80%	10%	10%	100%
FY-25 PL-FHWA/VDOT Passive Rollover	\$ 79,188.39	\$ 9,898.54	\$ 9,898.54	\$ 98,985.47
FY-27 PL-FHWA/VDOT Funding	\$ 230,127.62	\$ 28,765.95	\$ 28,765.95	\$ 287,659.52
FY-27 PL-FHWA/VDOT Total	\$ 309,316.01	\$ 38,664.49	\$ 38,664.49	\$ 386,644.99
FY-27 FTA/DRPT Total	\$ 113,759.42	\$ 14,219.93	\$ 14,219.93	\$ 142,199.28
PL-FHWA/VDOT + FTA/DRPT Total	\$ 423,075.41	\$ 52,884.43	\$ 52,884.43	\$ 528,844.27
VDOT SPR	\$ 230,000.00	\$ 57,500.00		\$ 287,500.00
Total FY27 Work Program	\$ 653,075.41	\$ 110,384.43	\$ 52,884.43	\$ 816,344.27

Table 2. FY27 Work Program: Funding by Task

Funding Source	Task 1: Program Administration	Task 2: Long-Range Transportation Planning	Task 3: Short-Range Transportation Planning and Technical Assistance	Total
	25%	30%	45%	100%
FY-25 PL-FHWA/VDOT Passive Rollover	\$ 24,746.37	\$ 29,695.64	\$ 44,543.46	\$ 98,985.47
FY-27 PL-FHWA/VDOT Funding	\$ 71,914.88	\$ 86,297.86	\$ 129,446.78	\$ 287,659.52
FY-27 PL-FHWA/VDOT Total	\$ 96,661.25	\$ 115,993.50	\$ 173,990.25	\$ 386,644.99
FY-27 FTA/DRPT Total	\$ 35,549.82	\$ 42,659.78	\$ 63,989.68	\$ 142,199.28
PL-FHWA/VDOT + FTA/DRPT Total	\$ 132,211.07	\$ 158,653.28	\$ 237,979.92	\$ 528,844.27
VDOT SPR	\$ 115,000.00	\$ 57,500.00	\$ 115,000.00	\$ 287,500.00
Total FY27 Work Program	\$ 247,211.07	\$ 216,153.28	\$ 352,979.92	\$ 816,344.27

CA-MPO Technical Committee Recommendation:

The CA-MPO Technical Committee recommends Policy Board approval of the FY27 UPWP.

Staff Recommendation:

Staff recommend CA-MPO Policy Board approval of the FY27 UPWP.

If there are any questions, please contact Taylor Jenkins at tjenkins@tjpd.org.