



Unified Planning Work Program (UPWP)

Fiscal Year 2027

July 1, 2026 – June 30, 2027

Approved April xx, 2026



Preface

Prepared on behalf of the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) by the staff of the Thomas Jefferson Planning District Commission (TJPDC) through a cooperative process involving the City of Charlottesville and the County of Albemarle, Charlottesville Area Transit (CAT), Jaunt, University of Virginia (UVA), the Virginia Department of Transportation (VDOT), the Department of Rail and Public Transportation (DRPT), the Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA).

The preparation of this work program was financially aided through grants from FHWA, FTA, DRPT, and VDOT.

Table of Contents

Preface	2
List of Acronyms	4
Introduction.....	7
Purpose of the Unified Planning Work Program	7
Purpose of the Metropolitan Planning Organization	7
The Metropolitan Planning Process and Long Range Transportation Plan.....	8
Public Participation/Title VI Implementation	9
Funding.....	9
Highlights of FY26 UPWP	12
FY27 Unified Planning Work Program by Task.....	15
Task 1: Program Administration	15
Task 2: Long Range Transportation Planning.....	17
Task 3: Short Range Transportation Planning and Technical Assistance.....	20
UPWP Public Participation Process.....	23
Appendix	24
Attachment A: Memorandum of Understanding on Metropolitan Transportation Planning Responsibilities for the Charlottesville-Albemarle Metropolitan Planning Area (2019)	24
Attachment B: FY27 UPWP Tasks Performed by VDOT	24
Attachment C: Resolution.....	24

List of Acronyms

The following transportation-related acronyms are used in this document:

3-C Planning Process	Federal Planning Process which ensures that transportation planning is continuing, comprehensive, and coordinated in the way it is conducted
AADT	Annual Average Daily Traffic
BUILD	Better Utilizing Investments to Leverage Development Grant Program
BRT	Bus Rapid Transit
CA-MPO	Charlottesville-Albemarle Metropolitan Planning Organization
CARTA	Charlottesville Area Regional Transit Authority
CAT	Charlottesville Area Transit
CTAC	Citizens Transportation Advisory Committee
CTB	Commonwealth Transportation Board
DRPT	Virginia Department of Rail and Public Transportation
EV	Electric Vehicle
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year (refers to the state fiscal year July 1 – June 30)
GIS	Geographic Information System
JAUNT	Regional transit service provider to Charlottesville City, and Albemarle, Fluvanna, Louisa, Nelson, Buckingham, Greene and Orange Counties
LRTP	Long Range Transportation Plan
MAP-21	Moving Ahead for Progress in the 21 st Century (legislation governing the metropolitan planning process)
MPO	Metropolitan Planning Organization
OIPI	Office of Intermodal Planning and Investment
PL	FHWA Planning Funding (used by MPO)
RAISE	USDOT Rebuilding American Infrastructure with Sustainability and Equity
RTP	Regional Transit Partnership

RideShare	Travel Demand Management (TDM) services housed at TJPDC that promote congestion relief and air quality improvement through carpool matching, vanpool formation, Guaranteed Ride Home, employer outreach, telework consulting and multimedia marketing programs for the City of Charlottesville, and Albemarle, Fluvanna, Louisa, Nelson, and Greene Counties.
RLRP	Rural Long Range Transportation Plan
RTA	Regional Transit Authority
RTP	Rural Transportation Program
SAFETEA-LU	Safe, Accountable, Flexible, Efficient, Transportation Equity Act: A Legacy for Users (legislation that formerly governed the metropolitan planning process)
SAWMPO	Staunton-Augusta-Waynesboro Metropolitan Planning Organization
SOV	Single Occupant Vehicle
SPR	FHWA State Planning and Research Funding (used by VDOT to support MPO)
SS4A	Safe Streets and Roads for All (USDOT Discretionary Grant)
STIP	The Statewide Transportation Improvement Program (STIP) is a required four-year planning document developed in coordination with MPOs and public transportation providers. It incorporates the MPO's TIP.
SYIP	The Six Year Improvement Plan (SYIP) is Virginia's annually updated budget document that identifies planned spending for transportation projects statewide.
TAZ	Traffic Analysis Zone
TDP	Transit Development Plan (for CAT and JAUNT)
TDM	Travel Demand Management
TIP	The Transportation Improvement Program (TIP) is a required four-year planning document with all federally funded, regionally significant transportation projects. It is updated every four years and maintained by CA-MPO staff.
TJPDC	Thomas Jefferson Planning District Commission
TMPD	VDOT Transportation and Mobility Planning Division
TSP	Transit Strategic Plan
UPWP	Unified Planning Work Program (also referred to as Work Program)
UTS	University Transit Service
UVA	University of Virginia

FY27 Unified Planning Work Program – Draft

VDOT	Virginia Department of Transportation
VMT	Vehicle Miles Traveled
VPRA	Virginia Passenger Rail Authority
Work Program	Unified Planning Work Program (also referred to as UPWP)

Introduction

Purpose of the Unified Planning Work Program

The Unified Planning Work Program (UPWP) for transportation planning identifies all activities to be undertaken by the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO) for fiscal year 2027 (FY27). The UPWP provides a mechanism for coordination of transportation planning activities in the region and is required as a basis and condition for all federal funding assistance for transportation planning by the joint metropolitan planning regulations of the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). The CA-MPO develops its UPWP each spring.

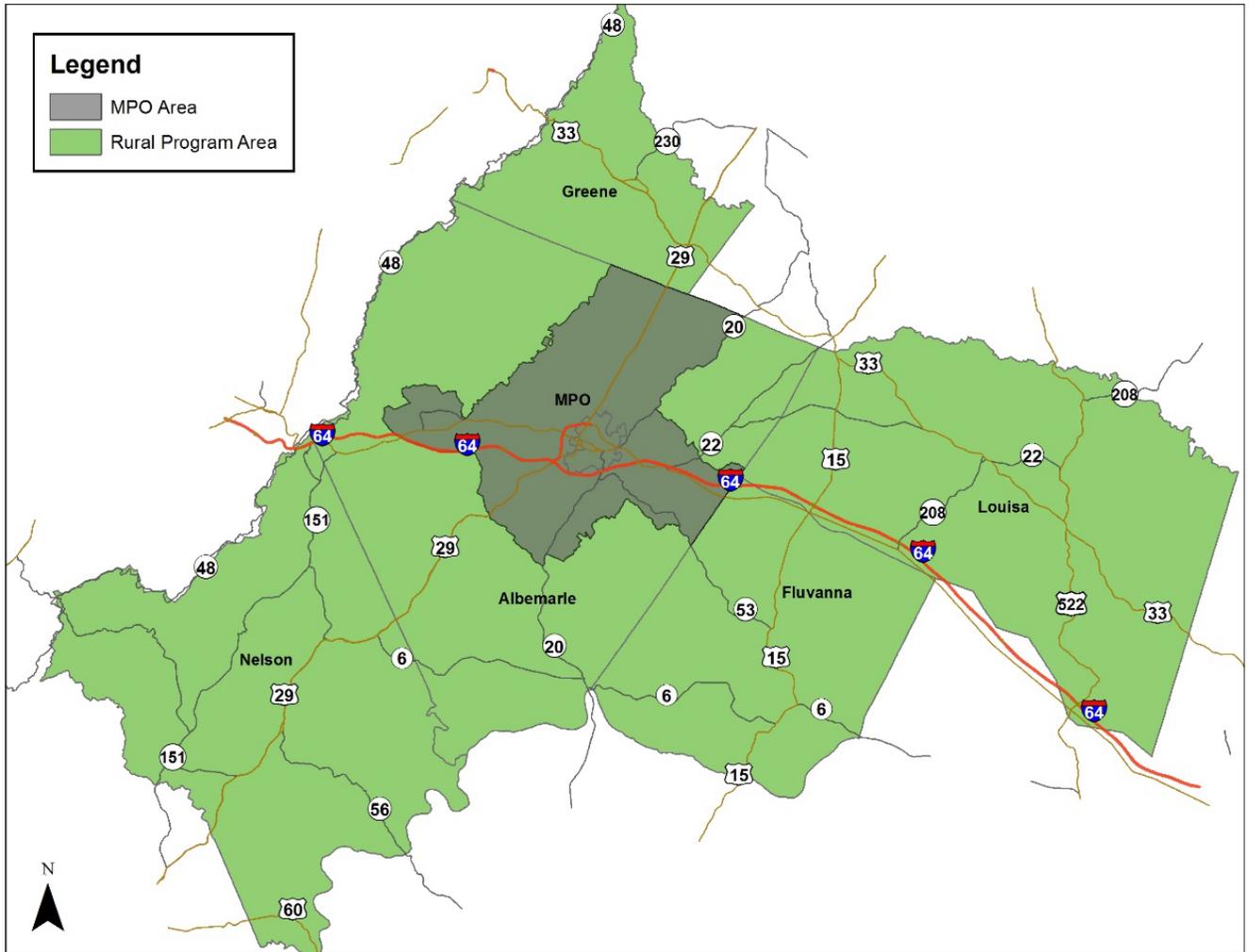
Purpose of the Metropolitan Planning Organization

CA-MPO provides a forum for conducting continuing, comprehensive, and coordinated (3-C) transportation decision-making among the City of Charlottesville, County of Albemarle, University of Virginia (UVA), Jaunt, Charlottesville Area Transit (CAT), Virginia Department of Rail and Public Transportation (DRPT) and Virginia Department of Transportation (VDOT) officials. In 1982, Charlottesville and Albemarle officials established the MPO in response to a federal mandate through a memorandum of understanding signed by the Thomas Jefferson Planning District Commission (TJPDC), Jaunt, VDOT and the two localities. The same parties adopted a new agreement on July 25, 2018 (Attachment A).

The CA-MPO conducts transportation studies and ongoing planning activities, including the Transportation Improvement Program (TIP), which lists road and transit improvements approved for federal funding. The TIP is updated every four years and amended as necessary. The CA-MPO maintains the 25-year long range plan for the overall transportation network, which is updated every five years. Projects funded in the TIP are required to be in the long-range plan.

The policy making body of the CA-MPO is its Board, consisting of two representatives from the City of Charlottesville and two representatives from Albemarle County. A fifth representative is from the VDOT Culpeper District. Non-voting members include DRPT, CAT, Jaunt, UVA, the Federal Highway Administration (FHWA), the Federal Aviation Administration (FAA), the Federal Transit Administration (FTA), the Thomas Jefferson Planning District Commission, and the Citizens Transportation Advisory Committee (CTAC). CA-MPO is staffed by the TJPDC, which works in conjunction with partner and professional agencies, to collect, analyze, evaluate, and prepare materials for the Policy Board and MPO Committees at their regularly scheduled meetings, as well as any sub-committee meetings deemed necessary.

The MPO area includes the City of Charlottesville and the portion of Albemarle County that is either urban or anticipated to be urban within the next 20 years. In 2013, the MPO boundaries were updated and expanded to be more consistent with 2010 census data. The Commonwealth's Secretary of Transportation approved these new boundaries in March 2013. A map of the MPO area appears on the next page:



The Metropolitan Planning Process and Long Range Transportation Plan

The transportation studies and planning efforts outlined in the UPWP are guided by the regional transportation vision, goals, issues, and priorities developed through the extensive long-range planning process. Federal law also requires that MPOs address ten planning factors in the metropolitan planning process:

- **Economic Vitality:** Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
- **Safety:** Increase the safety of the transportation system for motorized and non-motorized users
- **Security:** Increase the security of the transportation system for motorized and non-motorized users
- **Accessibility:** Increase the accessibility and mobility of people and freight
- **Environmental Quality:** 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

- **Connectivity:** Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
- **Efficiency:** Promote efficient system management and operation
- **Maintenance:** Emphasize the preservation of the existing transportation system
- **Resiliency and Reliability:** Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation
- **Travel and Tourism:** Enhance travel and tourism

The Long Range Transportation Plan (LRTP) is updated every five years and guides improvements to the region’s transportation system for the next 20 years. Last adopted by the CA-MPO Policy Board in May 2024, the LRTP update included an extensive visioning process with community input to develop a regional framework from which the transportation program is developed.

In addition to the ten federally identified planning factors, the following framework lenses will also be considered and addressed through Work Program tasks and deliverables:

- **Equity:** Ensure all community members, regardless of their socio-economic status, race, or ability, have access to transportation options
- **Quality of Life:** Facilitate the movement of people and goods to connect people to places they need, love, and care about
- **Climate Action:** Reduce greenhouse gas emissions from the transportation system
- **Land Use:** Connect community destinations in a manner that aligns with growth management priorities

Public Participation/Title VI Implementation

The CA-MPO makes every effort to include all populations in transportation planning. Throughout this document there are several tasks that specifically discuss the CA-MPO’s efforts to include these populations. In addition to the UPWP, the CA-MPO also maintains a Public Participation Plan and a Title VI Implementation Plan. Both plans specify that the CA-MPO must post public notices in key locations. Both plans state that the CA-MPO must make all official documents accessible to all members of our community. The Title VI Implementation Plan also outlines a complaint process, should a member of these specialized populations feel as though they have been discriminated against. These documents work in tandem with the UPWP to outline the CA-MPO’s annual goals and processes for regional transportation planning.

Funding

Two federal agencies fund the CA-MPO’s planning activity. This includes FHWA’s funds, labeled as “PL,” and FTA, labeled as “FTA.” The FHWA funds are administered through VDOT, while FTA funds are administered through the DRPT. Funds are allocated to the TJPDC to carry out CA-MPO staffing and the 3-C process. The CA-MPO budget consists of 10% local funds, 10% state funds, and 80% federal funds.

VDOT receives federal planning funds from FHWA for State Planning and Research. These are noted with the initials “SPR.” The total budget for SPR items reflects 80% federal funds and 20% state funds. Attachment B shows the tasks to be performed by VDOT’s District Staff, utilizing SPR funds.

VDOT's Transportation and Mobility Planning Division (TMPD), located in the VDOT Central Office, will provide statewide oversight, guidance, and support for the federally mandated Metropolitan Transportation Planning & Programming Process. TMPD will provide technical assistance to VDOT District Planning Managers, local jurisdictions, regional agencies, and various divisions within VDOT in the development of transportation planning documents for the CA-MPO areas. TMPD will participate in special studies as requested. DRPT staff also participate actively in MPO studies and committees, although funding for their staff time and resources is not allocated through the CA-MPO process.

The following tables provide information about the FY27 Work Program Budget. These tables outline the FY26 Program Funds by Source and by Agency. The second table summarizes the budget by the three Work Program tasks: Program Administration (Task 1), Long Range Transportation Planning (Task 2), and Short-Range Transportation Planning and Local, State, and Federal Agency Assistance (Task 3).

Table 1. FY27 Work Program: Funding by Source

Funding Source	Federal	State	Local	Total
	80%	10%	10%	100%
FY-27 PL-FHWA/VDOT Funding	\$ 238,680.40	\$ 29,835.05	\$ 29,835.05	\$ 298,350.50
FY-25 PL-FHWA/VDOT Passive Rollover	\$ 35,802.37	\$ 4,475.30	\$ 4,475.30	\$ 44,752.97
FY-26 PL-FHWA/VDOT Active Rollover				
FY-27 PL-FHWA/VDOT Total	\$ 274,482.77	\$ 34,310.35	\$ 34,310.35	\$ 343,103.47
FY-27 FTA/DRPT Funding	\$ 110,917.11	\$ 13,864.64	\$ 13,864.64	\$ 138,646.39
FY-26 FTA/DRPT Active Rollover				
FY-27 FTA/DRPT Total	\$ 110,917.11	\$ 13,864.64	\$ 13,864.64	\$ 138,646.39
PL-FHWA/VDOT + FTA/DRPT Total	\$ 385,399.89	\$ 48,174.99	\$ 48,174.99	\$ 481,749.86
VDOT SPR	\$ 220,000.00	\$ 55,000.00		\$ 275,000.00
Total FY27 Work Program	\$ 605,399.89	\$ 103,174.99	\$ 48,174.99	\$ 756,749.86

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-27 PL-FHWA/VDOT Funding	\$ 74,587.63	\$ 89,505.15	\$ 134,257.73	\$ 298,350.50
FY-25 PL-FHWA/VDOT Passive Rollover	\$ 11,188.24	\$ 13,425.89	\$ 20,138.84	\$ 44,752.97
FY-26 PL-FHWA/VDOT Active Rollover	\$ -	\$ -	\$ -	\$ -
FY-27 PL-FHWA/VDOT Total	\$ 85,775.87	\$ 102,931.04	\$ 154,396.56	\$ 343,103.47
FY-27 FTA/DRPT Funding	\$ 34,661.60	\$ 41,593.92	\$ 62,390.88	\$ 138,646.39
FY-26 FTA/DRPT Active Rollover	\$ -	\$ -	\$ -	\$ -
FY-27 FTA/DRPT Total	\$ 34,661.60	\$ 41,593.92	\$ 62,390.88	\$ 138,646.39
FY-27 PL-FHWA/VDOT + FTA/DRPT Total	\$ 120,437.47	\$ 144,524.96	\$ 216,787.44	\$ 481,749.86
VDOT SPR	\$ 110,000.00	\$ 82,500.00	\$ 82,500.00	\$ 275,000.00
Total FY27 Work Program	\$ 230,437.47	\$ 227,024.96	\$ 299,287.44	\$ 756,749.86

Highlights of FY26 UPWP

In FY26, CA-MPO staff continued administering the MPO through reporting and compliance with regulations, staffing CA-MPO Committees as well as utilizing the CA-MPO's function as a conduit for sharing information between local governments, transportation agencies, state agencies, other CA-MPOs, other stakeholders and the public. Below are highlights of several FY26 projects and initiatives, helping to give context for the FY26 activities.

Comprehensive Safety Action Plan

Launched in FY24 and funded by the USDOT Safe Streets and Roads for All (SS4A) discretionary grant program, CA-MPO staff continued to work in partnership with member jurisdictions and partners to complete the Comprehensive Safety Action Plan. In FY26, CA-MPO staff successfully finalized the plan and facilitated plan adoption by all six jurisdictions in the Thomas Jefferson Planning District. CA-MPO staff began pursuing opportunities for implementation following plan adoption.

Regional Transit Planning / Regional Transit Authority

The Regional Transit Partnership (RTP) was established in 2017 as an advisory board to provide recommendations to decisionmakers on transit-related matters. Since its formation, the RTP successfully provided a strong forum for communication and coordination between transit providers and played a critical role in building consensus around regional transit priorities. On November 18, 2025, the RTP held its final meeting as a joint meeting with the Charlottesville-Albemarle Regional Transit Authority (CARTA).

Additionally, staff supported a successful first year for the regional transit authority. The CARTA appointed Board members, adopted bylaws, and kicked off their first major activity: conducting a regional transit prioritization and implementation feasibility study.

Transportation Improvement Program (TIP) Maintenance and Update

CA-MPO continued to maintain the FY24-27 TIP in collaboration with VDOT, DRPT, and CAT by processing TIP adjustments and amendments. Additionally, staff completed a comprehensive update of the TIP for FY27-30 that will include regionally significant projects funded with transportation dollars, as well as newly developed TIP update procedures for staff and partners.

SMART SCALE

SMART SCALE is a data-driven prioritization process that scores and ranks transportation projects statewide. The objective analysis is intended to improve transparency and accountability of project selection, helping the Commonwealth Transportation Board (CTB) to select projects that provide maximum benefits for tax dollars spent. In FY26, staff provided regular updates and presentations to CA-MPO Committees and stakeholders regarding Round 6 overviews and takeaways. Further, staff supported the submission of SMART SCALE pre-applications and began developing materials for full application submission next fiscal year.

STARS Studies

Led by the VDOT Transportation and Mobility Planning Division, the STARS Program conducts studies to identify cost-effective measures to improve safety and reduce congestion. In FY26, staff followed multiple STARS studies in the region:

- US 29/US 250 Bypass & Emmet Street Interchange
- US 29 Corridor Study
- Ridge Street at W. Main Street Intersection Study

With VDOT District partners, staff provided regular updates and presentations to CA-MPO Committees and stakeholders regarding framework documents, proposed changes, and projects to be considered for applications.

Project Pipeline Studies

Led by the Office of Intermodal Planning and Investment (OIPI), Project Pipeline is a performance-based planning process that conducts studies to align VTrans priority needs with multiple transportation solutions. Following the Pipeline process, project alternatives may be considered for funding through programs including SMART SCALE, Revenue Sharing, interstate operations program funding, and others. In FY26, staff followed multiple Project Pipeline studies in the region:

- US 29 from Teel Lane to north of Fontaine Avenue interchange
- 5th Street from Pinehurst Court to Harris Road
- US 29 at I-64 Exit 118 Interchange Study

Through VDOT District partners, staff provided regular updates and presentations to CA-MPO committees and stakeholders regarding framework documents, proposed changes, and projects to be considered for applications.

CA-MPO Travel Demand Model

CA-MPO staff coordinated with VDOT, local partners, and a consultant project team to complete an update of the regional travel demand model that uses a 2022 base year and 2050 forecast year. The travel demand model is used to estimate future travel patterns and behaviors based on data including population, employment, and land use.

Grant Applications

CA-MPO staff prepared and submitted applications for federal and state funding through the following grant programs:

- US Department of Transportation (USDOT) Safe Streets and Roads for All (SS4A) supplemental planning grant application for the project titled, “Crash Analytics and Injury Research (CAIR) - Holistic Approach to Vulnerable Road User Safety”.
- USDOT Better Utilizing Investment to Leverage Development (BUILD) grant application to complete preliminary engineering for the Rivanna River Bike and Pedestrian Bridge Crossing.

- FTA Section 5310 grant application through DRPT for the Partnership for Accessible Transportation (PATH) Program. PATH is a mobility management program dedicated to improving access to transportation for seniors and individuals with disabilities in Virginia’s Region 10. Through personalized information and referral services, transportation workshops, and travel training, PATH ensures that community members have the knowledge and resources needed to travel safely and independently.
- DRPT grant application for the RideShare program. RideShare is a program of the TJPDC and Central Shenandoah Planning District Commission (CSPDC) that connects commuters and employers to resources to reduce single-occupant vehicles on the road by facilitating the use of alternative transportation. RideShare provides services such as carpool/vanpool matching, commuter outreach, and a guaranteed ride home program.

National Transportation Performance Measures

Performance Based Planning and Programming requirements for transportation planning are laid out in Moving Ahead for Progress in the 21st century (MAP-21), enacted in 2012 and reinforced in the 2015 FAST Act, which calls for states and MPOs to adopt targets for national performance measures. Each MPO adopts targets for a set of performance measures in coordination with the Virginia Department of Transportation (VDOT) and the Virginia Department of Rail and Public Transportation (DRPT), and these measures are used to help in the prioritization of TIP and Long-Range Transportation Plan projects. In FY26, the CA-MPO Policy Board voted to adopt safety targets based on regionally specific trends, aligned with the Comprehensive Safety Action Plan (SS4A).

Title VI Implementation/Public Participation

CA-MPO Staff continued improving implementation of the Title VI Plan in conformance with feedback received from VDOT and DRPT.

FY27 Unified Planning Work Program by Task

This section identifies which transportation planning activities will be conducted by CA-MPO staff in FY27 by task and funding source. The following task categories are covered:

1. Program Administration
2. Long Range Planning
3. Short Range Transportation Planning and Technical Assistance

Task 1: Program Administration¹

Total Funding: \$120,437.47

A. General Administration, Reporting, and Compliance with Regulations

There are several reports and documents that the CA-MPO is required to prepare or maintain. Staff also provide for the use of legal counsel, accounting, and audit services for administering federal and state contracts.

End Products:

- Provide all required administrative functions including accounting, financial reporting, personnel administration, auditing requirements, meeting organization, office management, contract administration and legal review of contracts/agreements and related certifications and assurances, and necessary purchases such as technology, software, and equipment for transportation planning activities of CA-MPO staff
- Prepare and submit monthly invoicing and progress reports
- Manage the FY27 UPWP and develop the FY28 UPWP to meet the requirements of 23 CFR Part 420 and 23 CFR Part 450, in cooperation with VDOT and DRPT
- Process UPWP amendments, as needed
- Coordinate with VDOT and DRPT staff, CA-MPO Technical Committee and Policy Board members, and other partners to review and amend plans and policies to ensure that program elements are compliant with applicable state and federal regulations
- Administer state and federal grants (and other funding, as necessary)
- Develop funding agreements, as necessary

B. Staffing Committees

CA-MPO staff provides support for multiple committees. These efforts include preparation of agendas, public notice, meeting minutes, and other materials for the committees listed below:

- CA-MPO Policy Board
- CA-MPO Technical Committee
- CA-MPO Citizens Transportation Advisory Committee (CTAC)
- Charlottesville-Albemarle Regional Transit Authority (CARTA)

¹ FTA Code for Metropolitan Planning: 44.21.00 Program Support Administration

- Other committees as directed by the CA-MPO Policy Board

End Products:

- Support the activities of CA-MPO through maintaining committee membership, organizing regular meetings among stakeholders, preparation of reports, presentations, agendas, minutes, and mailings for all committees and attendance/staffing at all meetings
- Coordinate with VDOT and DRPT staff, CA-MPO Technical Committee, and CA-MPO Policy Board to develop and review committee agendas and upcoming topics to ensure timely delivery of information

C. Public Outreach, Public Participation, Title VI Implementation

TJPDC and CA-MPO are required to prepare and maintain documents related to public outreach, participation, and nondiscrimination. These include the Public Outreach Plan, Public Participation Plan, and Title VI Implementation Plan. Staff will support document management and update as revisions are necessary.

End Products:

- Provide the public with complete information, timely notice of Public Hearings, and full access to key decisions of the CA-MPO
- Support early and continuing involvement of the public, including disadvantaged populations, in developing plans, the TIP, and other documents in accordance with the Public Participation Plan (PPP)
- Manage the CA-MPO and TJPDC websites and develop new content to inform the public about the activities of the CA-MPO. Updates may contain information required by federal and state regulations and guidance
- Update, amend, and implement the agency Title VI Implementation Plan, as needed
- Update, amend, and implement the Public Participation Plan, as needed
- Coordinate with VDOT and DRPT staff, CA-MPO Technical Committee and Policy Board members, etc., to review and amend plans and policies to ensure that all CA-MPO program elements are compliant with applicable state and federal regulations and guidance

D. Information Sharing and Professional Development

The CA-MPO functions as a conduit for sharing information between local governments, transportation agencies, state agencies, other MPOs, and the public. CA-MPO staff will provide data and maps to State and Federal agencies, localities, and the public as needed. Staff will also contribute articles to TJPDC's newsletters and Quarterly Report. The CA-MPO will continually monitor and report on changes to federal and state requirements related to transportation planning and implementation policies. Staff will attend seminars, meetings, trainings, workshops, and

conferences related to CA-MPO activities as necessary. Staff will also conduct ongoing intergovernmental discussions, coordinate transportation projects, and attend/organize informational meetings and training sessions. CA-MPO staff will attend additional meetings with local planning commissions and elected boards to maintain a constant stream of information with local officials to include transportation, transit, and environmental topics.

End products:

- Represent CA-MPO on the Virginia Association of Metropolitan Planning Organizations (VAMPO)
- Attend monthly and quarterly transportation meetings, including: VAMPO, Office of Intermodal Planning and Investment (OIPI), VA Commonwealth Transportation Board (CTB) workshop and action meetings, etc.
- Coordinate and co-host the bi-annual joint CA-MPO meetings with the Staunton-Agusta-Waynesboro MPO (SAWMPO)
- Attend state agency, federal agency, non-governmental agency, and state and federal association-sponsored training, workshops, seminars, summits, and conferences relative to transportation planning, including but not limited to: the Governor’s Transportation Conference, the AMPO annual conference, the APA National Planning conference, the APA Virginia Chapter Annual Conference, WTS International conference, and/or National Association of City Transportation Officials (NACTO), etc.
- Support applicable transportation planning training for CA-MPO staff, including but not limited to Geographic Information Systems (GIS) Professional Certificate
- Provide on-going training and professional development to staff and Policy Board and Technical Committee members to make certain they are familiar with new and updated federal and state transportation regulations/guidelines, and are prepared to respond to challenges and demands in the region

Task 2: Long Range Transportation Planning²

Total Funding: **\$144,524.96**

A. Comprehensive Safety Action Plan – Implementation Activities

In FY26, CA-MPO staff completed Move Safely Blue Ridge, the region’s comprehensive safety action plan. Following adoption by member jurisdictions, CA-MPO staff will consider pursuing opportunities for plan implementation.

End Products:

- Conduct ongoing monitoring, reporting, and sharing of regional crash data

² FTA Codes for Metropolitan Planning: 44.23.00 Long Range Transportation Planning
44.22.00 General Development/Comprehensive Planning

- Support SS4A implementation applications for the City of Charlottesville and Albemarle County

B. Travel Demand Model Maintenance

A travel demand model is used to estimate future travel patterns and behaviors based on data including population, employment, and land use. VDOT maintains the regional travel demand model for the Charlottesville-Albemarle MPO area, and CA-MPO staff coordinated with VDOT for an update of the regional travel demand model last fiscal year. CA-MPO staff will coordinate with local government staff and VDOT to provide needed data and inform updates to the model, as necessary.

End Products:

- Coordinate meetings between local and state stakeholders related to model assumptions and data needs
- Support the collection and gathering of regional data, as needed
- Coordinate with local government staff and project consultants for model files, as needed

C. Transportation Demand Management Study

Through the development of the 2050 LRTP, the CA-MPO identified the need for a comprehensive transportation demand management (TDM) study to identify long-term initiatives that would reduce vehicle miles traveled specifically within Charlottesville City limits. This study will provide a high-level understanding of travel demand factors and support the identification of longer-term infrastructure and multimodal transportation improvements needed to support mode-shift for those traveling into the downtown areas.

End Products:

- Review and synthesis of existing literature and studies previously completed in the region
- Conduct an origin-destination analysis using StreetLight data to understand travel patterns within the region
- Identify TDM strategies to accommodate future traffic volumes, including park and ride infrastructure, bicycle and pedestrian improvements, and transit service improvements

D. Long Range Transportation Plan (LRTP)

Moving Toward 2050 is the federally required long range transportation plan (LRTP) for the City of Charlottesville and urbanized portions of Albemarle County, which is the area served by the Charlottesville-Albemarle Metropolitan Planning Organization (CA-MPO). This plan identifies long range transportation needs, considers possible infrastructure improvements, and establishes priorities to implement projects based on anticipated funding.

As necessary, the LRTP may be amended based on changes in federal guidance, transportation needs, or funding (federal/state/local).

End Products:

- Review and amend the LRTP, as necessary
- Create GIS layers representing project location, type, and funding status
- Develop interactive GIS visualizations of projects included in the adopted LRTP to support internal planning, public engagement, and partner coordination

E. Three Notched Trail Coordination

The Three Notched Trail Master Plan is a 24-month study led by Albemarle County to identify a preferred alignment for the Charlottesville to Afton section of the Three Notched Trail. CA-MPO staff will support planning efforts through participation in the Master Plan Technical Committee, attending public meetings, and sharing information.

End Products

- Collect and/or provide data
- Review draft Master Plan content
- Prepare for and participate in technical committee meetings, public meetings, general project meetings, etc.

Task 3: Short Range Transportation Planning and Technical Assistance³

Total Funding: **\$216,787.44**

A. Transportation Improvement Program (TIP)

In accordance with federal law, any federally funded transportation project (FHWA, FTA, etc.) within the CA-MPO must be programmed in the TIP. Done in coordination with the state and transit agencies, the TIP includes regionally significant transportation projects and must cover at least four years.

In FY26, CA-MPO staff completed the FY27-30 TIP update. This task will support ongoing maintenance and monitoring of the TIP, participation in statewide transportation improvement program (STIP) maintenance, and geospatially visualizing TIP projects.

End Products:

- Process the Annual Obligation Report
- Process TIP amendments and adjustments as necessary
- Create GIS layers representing location, phases, cost, and funding source of FY27-30 TIP projects
- Develop interactive GIS visualizations of projects included in the FY27-30 TIP to support internal planning, public engagement, and partner coordination

B. SMART SCALE, STARS, Project Pipeline, and Other Grant Planning and Support

CA-MPO staff will continue to work with VDOT, DRPT, and City and County staff to identify appropriate funding sources for regional priority projects. CA-MPO staff will coordinate with localities and VDOT to identify potential SMART SCALE projects and support engagement needed to prepare applications. Staff will participate in STARS and Pipeline studies as required. Staff will additionally support localities in identifying, preparing materials for, and submitting to other grant funding sources, as requested.

End Products:

- Provide regular updates to CA-MPO Committees on the SMART SCALE process
- Provide technical assistance to localities for SMART SCALE application drafting and submission, including evaluation of previously identified high-priority projects that remain unfunded
- Participate in VDOT Project Pipeline and STARS studies
- Review performance of applications submitted in past rounds and review projects for consideration in upcoming round

³ FTA Code for Metropolitan Planning: 44.24.00 Short Range Transportation Planning
44.25.00 Transportation Improvement Program
44.26.15 System planning to support transit capital investment decisions
44.26.12 Coordination of non-emergency Human Service Transportation

- Coordinate the sharing of economic development, and other relevant information, between localities in support of SMART SCALE applications
- Identify, develop, and/or administer transportation-related grants for the CA-MPO, TJPDC, and/or the CA-MPO member localities, to include but not be limited to: RAISE/BUILD, SS4A, RideShare, PATH Mobility Management, rail, Transportation Alternatives, etc.

C. Regional Travel Demand Management (TDM), Transit and Rail Planning, Human Service Transportation, and Bike/Pedestrian Support

The RideShare program, housed by the TJPDC, is an essential program for the CA-MPO's planning process. Coordination of RideShare, bike and pedestrian planning, transit/rail planning, and human service transportation all support regional TDM efforts. Staff will additionally participate in statewide rail initiatives under this subtask that may impact the region, as necessary.

End Products:

- Continue efforts to improve carpooling and alternative modes of transportation in the MPO
- Support transit studies and activities (surveys, marketing materials, meetings) for Charlottesville Area Transit (CAT), Jaunt, and member jurisdictions
- Assist with transit plans related to Afton Express service between the SAW-MPO and CA-MPO regions
- Participate in statewide initiatives to expand and improve transit and rail service
- Address transit coordination needs and formalize transit agreements, as requested
- Improve communication between transit providers, localities, and stakeholders
- Coordinate bike/pedestrian planning activities between the City of Charlottesville, Albemarle County, University of Virginia (UVA), and rural localities
- Provide information related to specific planning work items as requested by FTA, FHWA, DRPT, the Virginia Passenger Rail Authority (VPRA), and VDOT including but not limited to: multimodal planning, human services transportation planning, passenger rail and freight planning, and assistance with components of the statewide transportation plan
- Support transportation options and human service transportation for seniors and people with disabilities

D. Bicycle and Pedestrian Counting

Evaluate the feasibility of establishing a bicycle and pedestrian counting data program to support City, County, and CA-MPO project planning, grant writing, and safety analysis.

End Products:

- Review current best practice and data availability for bike/ped counts within the region
- Conduct research on counting technologies (tube counters, infrared, permanent count stations) and associated costs

- Draft program framework for implementation options
- Identify recommendations for count locations, equipment procurement strategy, and program pilot
- Purchase bicycle and pedestrian counter equipment

E. Annual Performance Targets

MPOs are asked to participate in the federal Transportation Performance Management process by coordinating with the state to set regional targets based on the state targets and trend data provided by the state. The CA-MPO will need to set and document the regional safety and performance targets adopted.

End Products:

- Prepare workbook and background materials for CA-MPO Committees and Policy Board members to review
- Facilitate discussion of performance targets with the CA-MPO Committees and Policy Board members
- Complete all documentation notifying the state of the adopted safety and performance targets
- Update the TIP when updated performance targets are adopted

F. Special Studies, Projects, Programs, and Contingency

CA-MPO staff will assist local, regional, and state efforts with special studies, projects, and programs as requested.

End Products:

- Participate in the completion of any special transportation-related study or project for any transportation mode for the CA-MPO localities, as requested
- Participate in studies, projects, and/or programs for local, state, and federal agency partners
- Assist member localities with updates to Comprehensive Plans or other planning documents related to transportation or transit, as requested

UPWP Public Participation Process

Review and Approval of Tasks

Action	Body	Date
Initial draft provided to the CA-MPO Technical Committee and VDOT/DRPT	MPO Technical Committee	February 3, 2026
Initial draft provided to the CA-MPO Policy Board	MPO Policy Board	February 25, 2026
Initial draft provided to Citizens Transportation Advisory Committee (CTAC)	CTAC	March 25, 2026
Final draft provided to the MPO Technical Committee and VDOT/DRPT	MPO Technical Committee	April 7, 2026
Final draft provided to the MPO Policy Board	MPO Policy Board	April 22, 2026
Final draft provided to CTAC	CTAC	May 27, 2026

Online Posting

The UPWP will be posted online as part of meeting agendas for the following meetings as captured above. It will also be posted on the TJPDC website (<https://tjpd.org/>) for a 15-day public comment period on April 6, 2026. It will be posted for Public Notice in the local newspaper on April 6, 2026, for 15-day public comment period.

Appendix

Attachment A: Memorandum of Understanding on Metropolitan Transportation Planning Responsibilities for the Charlottesville-Albemarle Metropolitan Planning Area (2019)

Attachment B: FY27 UPWP Tasks Performed by VDOT

Attachment C: Resolution