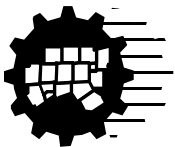


# FY2016 and FY2017 *Unified Planning Work Program*

For Regional Transportation Planning



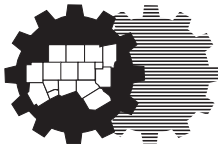
Transportation Department  
North Central Texas Council of Governments

## What is NCTCOG?

The North Central Texas Council of Governments is a voluntary association of cities, counties, school districts, and special districts which was established in January 1966 to assist local governments in **planning** for common needs, **cooperating** for mutual benefit, and **coordinating** for sound regional development.

It serves a 16-county metropolitan region centered around the two urban centers of Dallas and Fort Worth. Currently the Council has **238 members**, including 16 counties, 169 cities, 22 independent school districts, and 31 special districts. The area of the region is approximately **12,800 square miles**, which is larger than nine states, and the population of the region is over **6.5 million**, which is larger than 38 states.

**NCTCOG's** structure is relatively simple; each member government appoints a voting representative from the governing body. These voting representatives make up the **General Assembly** which annually elects a 15-member Executive Board. The **Executive Board** is supported by policy development, technical advisory, and study committees, as well as a professional staff of 310.



NCTCOG's offices are located in Arlington in the Centerpoint Two Building at 616 Six Flags Drive (approximately one-half mile south of the main entrance to Six Flags Over Texas).

**North Central Texas Council of Governments**  
**P. O. Box 5888**  
**Arlington, Texas 76005-5888**  
**(817) 640-3300**

### **NCTCOG's Department of Transportation**

Since 1974 NCTCOG has served as the Metropolitan Planning Organization (MPO) for transportation for the Dallas-Fort Worth area. NCTCOG's Department of Transportation is responsible for the regional planning process for all modes of transportation. The department provides technical support and staff assistance to the Regional Transportation Council and its technical committees, which compose the MPO policy-making structure. In addition, the department provides technical assistance to the local governments of North Central Texas in planning, coordinating, and implementing transportation decisions.

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Prepared in cooperation with the Texas Department of Transportation and the U. S. Department of Transportation, Federal Highway Administration, and Federal Transit Administration.

*"The contents of this report reflect the views of the authors who are responsible for the opinions, findings, and conclusions presented herein. The contents do not necessarily reflect the views or policies of the Federal Highway Administration, the Federal Transit Administration, or the Texas Department of Transportation."*

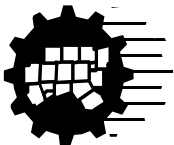
# FY2016 and FY2017

## *Unified Planning Work Program*

For Regional Transportation Planning

**DRAFT**

Approved by the Regional Transportation Council on  
July 9, 2015



Transportation Department  
North Central Texas Council of Governments

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## Table of Contents

INTRODUCTION .....	1
A. Purpose.....	3
B. Definition of Area.....	30
C. Organization.....	33
D. Private-Sector Involvement.....	43
E. Planning Issues and Emphasis.....	45
TASK 1	
A. Objective .....	53
B. Expected Products .....	55
C. Previous Work.....	55
D. Subtasks .....	56
1.01 Community Outreach .....	56
1.02 Program Administration.....	58
1.03 Advanced Fiscal Management and Information Systems.....	59
1.04 Computer System Administration and Application Coordination.....	60
1.05 Quality Control and Field Operations .....	64
E. Funding Summary .....	65
TASK 2	
A. Objective .....	66
B. Expected Products .....	67
C. Previous Work.....	68
D. Subtasks .....	69
2.01 Travel Forecasting Support.....	69
2.02 Transportation Data Management.....	74
2.03 Demographic Data and Forecasts.....	75
E. Funding Summary .....	77

TASK 3

A. Objective .....78

B. Expected Products .....80

C. Previous Work.....80

D. Subtasks .....82

    3.01 Transportation Project Programming.....82

    3.02 Regional Air Quality Planning.....84

    3.03 Air Quality Management and Operations .....85

    3.04 Transportation and Air Quality Communications .....89

    3.05 Public Transportation Planning and Management Studies .....91

    3.06 Transit Operations .....93

E. Funding Summary .....94

TASK 4

A. Objective .....97

B. Expected Products .....98

C. Previous Work.....98

D. Subtasks .....100

    4.01 Metropolitan Transportation Planning.....100

    4.02 Financial Forecasting and Strategies .....103

    4.03 Coordination of Transportation and Environmental Planning Processes .....104

    4.04 Ensuring Nondiscrimination and Environmental Justice in MPO Planning/Program Activities .....106

E. Funding Summary .....107

TASK 5

A. Objective .....109

B. Expected Products .....112

C. Previous Work.....112

D. Subtasks .....118

    5.01 Regional Transportation Studies .....118

    5.02 Subarea Studies and Local Government Assistance.....125

5.03	Land-use/Transportation Initiatives .....	128
5.04	Capital and Operational Asset Management System .....	133
5.05	Congestion Management Planning and Operations .....	135
5.06	Regional Freight Planning.....	142
5.07	Transportation System Security and Emergency Preparedness.....	143
5.08	Roadway and Railroad Safety.....	144
5.09	Regional Aviation Planning and Education.....	145
5.10	Regional Military and Community Coordination.....	147
5.11	Regional Job Opportunity Pilot Program .....	148
E.	Funding Summary .....	150
VII.	Strategic Regional Initiatives .....	152
VIII.	Overview of Funding.....	153
IX.	Other Metropolitan Transportation and Air Quality Planning-Related Activities in the Dallas-Fort Worth Area .....	164

APPENDIX A – Policy and Technical Committee Membership

APPENDIX B – Metropolitan Planning Area Boundary Map

APPENDIX C – Debarment Certification

APPENDIX D – Lobbying Certification

APPENDIX E – Certification of Compliance

APPENDIX F – Ethics and Compliance Certification

APPENDIX G – The North Central Texas Council of Governments’ Transportation Public  
Involvement Process

APPENDIX H – Metropolitan Planning Agreement

**TABLE OF EXHIBITS**

Exhibit I-1 Eight Factors to be Considered in the Planning Process..... 4

Exhibit I-2 Federal Highway Administration and Federal Transit Administration ..... 7  
    Planning Emphasis Areas for FY2016

Exhibit I-3 Metropolitan Transportation Planning Process Responsibilities..... 21

Exhibit I-4 Metropolitan Planning Process for Delivering Transportation Projects ..... 29

Exhibit I-5 Transportation and Air Quality Planning Areas ..... 32

Exhibit I-6 Partnership in Regional Transportation Planning..... 34

Exhibit I-7 Regional Transportation Council Organizational Structure ..... 37

Exhibit I-8 Unified Planning Work Program Policies ..... 51

Exhibit I-9 NCTCOG Transportation Program Areas..... 52

Exhibit II-1 Planned Computer Software and Equipment Purchases..... 62  
    Using Transportation Planning Funds

Exhibit II-2 Planned Computer Software and Equipment Purchases..... 63  
    Using Other Funding Sources

Exhibit VI-1 Sustainable Development Projects..... 129

Exhibit VI-2 Bicycle and Pedestrian Infrastructure Projects ..... 132

Exhibit VIII-1 FY2016 and FY2017 TPF Programming Summary..... 156

Exhibit VIII-2 FY2016 and FY2017 Allocation of Transportation Planning Funds..... 158

Exhibit VIII-3 FY2016 and FY2017 UPWP Funding Summary ..... 162



# I. Introduction

The Unified Planning Work Program (UPWP) is the instrument for coordinating metropolitan transportation and air quality planning activities in North Central Texas. This Work Program includes a description of proposed work submitted to state and federal agencies that are the financial sponsors of the Program. This Unified Planning Work Program describes the transportation and air quality planning efforts in the North Central Texas region for the period of October 1, 2015 to September 30, 2017; defines the functional and financial responsibilities of participating agencies; and serves as a management tool for the participating entities. The FY2016 and FY2017 Unified Planning Work Program was developed in accordance with Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21), as adopted by Congress and signed by the President on July 6, 2012.

Under federal law (23 USC 134 and 49 USC 5303, as amended), the MPO designated for each urbanized area is to carry out a continuing, cooperative, and comprehensive multimodal transportation planning process, including the development of a metropolitan transportation plan (MTP) and a transportation improvement program (TIP), that encourages and promotes the safe and efficient development, management, and operation of surface transportation systems to serve the mobility needs of people and freight (including accessible pedestrian walkways and bicycle transportation facilities) and foster economic growth and development, while minimizing transportation-related fuel consumption and air pollution.

The North Central Texas Council of Governments (NCTCOG), through designation by the Governor of the State of Texas, serves as the Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth-Arlington, Denton-Lewisville, and McKinney Urbanized Areas. The designation of the MPO is by agreement among the units of general purpose local governments and the Governor.

In order to conduct the metropolitan transportation planning process, the State of Texas, acting through the Texas Department of Transportation (TxDOT) and the North Central Texas Council of Governments as the Metropolitan Planning Organization, have entered into an agreement referred to as the Metropolitan Transportation Planning Contract. This agreement serves to delineate the responsibilities of each organization, TxDOT in the administration of federal and State funds to support the planning process, and NCTCOG in carrying out the responsibilities of the MPO.

The Unified Planning Work Program has been prepared using the standard format for MPOs provided by the Texas Department of Transportation. The remaining portion of this chapter summarizes the overall purpose of the Unified Planning Work Program, the geographic area identified as the Metropolitan Area for Transportation Planning, the organizational structure for conducting regional transportation planning in the Dallas-Fort Worth Metropolitan Area, ongoing activities related to private-sector involvement, and an overview of planning issues and emphasis areas for Fiscal Years 2016 and 2017.

Chapters II-VI summarize the objectives-related work completed during the previous two fiscal years, and expected products for each task. Also included are individual descriptions, funding levels, and sources of funding for each planning subtask to be carried out by NCTCOG. In addition to planning activities, initiatives being carried out by NCTCOG to implement transportation programs in the region are identified. These Management and Operations initiatives are being included to provide a complete inventory of NCTCOG staff activities. Chapter VII contains strategic regional initiatives to investigate non-traditional funding methods for transportation projects in light of the decline in traditional funding sources. Funds will be sought from varying sources to support these strategic initiatives, and when received, will be categorized

as Revenue Center 6 funds. Chapter VIII provides a summary of overall funding levels and the sources of funding for each task. Chapter IX inventories other transportation planning activities across the region submitted by local governments and transportation providers. Appendix A provides a summary of policy and technical committee membership; Appendix B illustrates the Metropolitan Planning Area boundary; Appendix C contains the NCTCOG Debarment Certification; and Appendix D provides the Lobbying Certification for contracts, grants, loans, and cooperative agreements. Appendix E contains the Contract and Procurement Procedures Certification of Compliance; Appendix F contains the Ethics and Compliance Certification; Appendix G contains the NCTCOG Transportation Public Participation Plan; and Appendix H contains the Metropolitan Planning Agreement.

#### **A. Purpose**

On February 14, 2007, the US Department of Transportation published a final rule with regard to Metropolitan Transportation Planning in the Federal Register. Specifically, the proposed rulemaking addresses Federal Highway Administration 23 CFR Parts 450 and 500, and Federal Transit Administration 49 CFR Part 613. Subpart C—Metropolitan Transportation Planning and Programming calls upon MPOs, in conjunction with the state and operators of publicly owned transit, to develop Unified Planning Work Programs that meet the requirements of 23 CFR Part 420, and: (1) discuss the planning priorities facing the metropolitan area and describe the metropolitan transportation plan and transportation-related air quality planning activities anticipated within the next one- or two-year period, regardless of funding sources or agencies conducting activities, in sufficient detail to indicate who will perform the work, the schedule for completing the work, the products that will be produced, the proposed funding by activity/task, and a summary of the total amounts and sources of federal and matching funds; and (2) document planning activities to be performed with funds provided under Title 23 and Chapter 53 of Title 49 USC.

The proposed rules call upon MPOs in nonattainment areas to consult with the U.S. Environmental Protection Agency (EPA) and state/local air agencies in the development of the Unified Planning Work Program regarding appropriate tasks to support attainment of air quality standards.

MAP-21 calls for consideration of eight planning factors as outlined in Exhibit I-1 in the metropolitan transportation planning process.

### **EXHIBIT I-1**

#### **EIGHT FACTORS TO BE CONSIDERED IN THE PLANNING PROCESS**

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
- Increase the safety of the transportation system for motorized and nonmotorized users.
- Increase the security of the transportation system for motorized and nonmotorized users.
- Increase the accessibility and mobility of people and freight.
- Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns.
- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.
- Promote efficient system management and operation.
- Emphasize the preservation of the existing transportation system.

The Federal Highway Administration and the Federal Transit Administration have reiterated Planning Emphasis Areas for FY2016 to be addressed in the Unified Planning Work Program. These emphasis areas stem from the renewed focus on transportation brought about by the current transportation legislation, Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21); the US Secretary of Transportation, and the proposed transportation planning regulations.

As noted in MAP-21, it is in the national interest to (1) encourage and promote the safe and efficient management, operation, and development of surface transportation systems that will serve the mobility needs of people and freight and foster economic growth and development within and between states and urbanized areas, while minimizing transportation-related fuel consumption and air pollution through metropolitan and statewide transportation planning processes; and (2) to encourage the continued improvement and evolution of the metropolitan and statewide transportation planning processes by metropolitan planning organizations, state departments of transportation, and public transit operators as guided by the planning factors outlined in Exhibit I-1 of this document.

The metropolitan transportation planning process shall provide for the establishment and use of a performance-based approach to transportation decision making to support the national goals of safety, infrastructure condition, congestion reduction, system reliability, freight movement and economic vitality, environmental sustainability, and reduced project delivery delays. Each metropolitan planning organization shall establish performance targets that address performance measures for use in tracking progress towards attainment of critical outcomes for the respective region. These performance targets should be coordinated with providers of public transportation when applicable.

The use of performance measures has been a cornerstone of NCTCOG's metropolitan transportation planning process since enactment of The Intermodal Surface Transportation Efficiency Act of 1991. NCTCOG annually publishes Progress North Texas, a state-of-the-region report that focuses on establishing measures of system performance for which data gathered on an annual basis is used to index overall performance of the transportation system from year to year. Data reported includes demographics, congestion, air pollution, safety and project

development. Through MAP-21, national transportation performance management is being used as a strategic approach utilizing system information to make investment and policy decisions to achieve national performance goals. Consistent with NCTCOG's regional approach, the national approach is systematically applied (a regular ongoing process); provides key information to help decision makers understand the consequences of investment decisions across multiple markets; improves communications between decision makers, stakeholders, and the traveling public; and ensures targets and measures are developed in cooperative partnerships and based on data and objective information.

Provided in Exhibit I-2, are the three emphasis areas identified by FHWA and FTA: 1) MAP-21 Implementation – Transition to performance based planning and programming, 2) Regional Models of Cooperation –Ensure a regional approach to transportation planning by promoting cooperation and coordination across transit agency, MPO and state boundaries; and 3) Ladders of Opportunity – Access to essential services. Included in this exhibit is additional detail on each specific emphasis area and examples of what NCTCOG is already doing or plans to do to address each of these areas.

In addition, NCTCOG staff is actively working with the Texas Association of Metropolitan Planning Organizations and the Texas Department of Transportation in building consensus regarding the appropriate transportation system and air quality performance measures for which TxDOT will be collecting data for reporting at the state level and at the metropolitan area level in coordination with the metropolitan planning organizations.

**EXHIBIT I-2**

**FEDERAL HIGHWAY ADMINISTRATION AND FEDERAL TRANSIT ADMINISTRATION  
PLANNING EMPHASIS AREAS FOR FY2016**

<b>Emphasis Area</b>	<b>Work Program Subtasks Addressing Emphasis Area</b>
<p><b>MAP-21 Implementation Transition to Performance Based Planning and Programming</b></p> <p>Further develop performance management approach to transportation planning and programming. Performance-based planning and programming includes using transportation performance measures, setting targets, reporting performance, and programming transportation investments directed toward the achievement of transportation system performance outcomes. Appropriate UPWP work tasks could include working with local planning partners to identify how to implement performance-based planning provisions such as collecting performance data, selecting and reporting performance targets for the metropolitan area, and reporting actual system performance related to those targets. The MPOs might also explore the option to use scenario planning to develop their metropolitan transportation plan.</p>	<p>1.01 Community Outreach – Performance measures are reported for the department through the Progress North Texas state-of-the-region annual report.</p> <p>1.05 Quality Control and Field Operations – It is important to verify information provided by a performing party to ensure grant-funded activities are used in accordance with the performing party agreement. Field inspections of sub-grantees will be conducted by staff to verify various grant requirements. Outcomes from documenting retired vehicles/equipment, inspecting replacement vehicle/equipment purchases, verifying construction completion, recording digital images for documentation purposes, and reviewing sub-grantee records along with risk assessment will help refine the field inspection process.</p> <p>2.01 Travel Forecasting Support - Data collection programs and modeling activities are ongoing to benchmark travel behavior of users, including several transportation system usage statistics.</p> <p>2.02 Transportation Data Management – Performance data such as traffic counts, travel times, transit ridership, and gasoline consumption, are organized and archived for use in reporting.</p> <p>3.01 Transportation Project Programming – Many system and project performance factors are taken into account in selecting projects and programs, such as level of service and cost/benefit calculations.</p> <p>Project tracking activities have increased substantially, which will be an integral part of the performance management approach.</p> <p>3.02 Regional Air Quality Planning – In order to make sound emission-reduction control strategy decisions, it is critical to have accurate fundamental building blocks that go into those decisions. Successful transportation conformity determinations are a primary performance measure to ensure the region’s short- and long-range planning are consistent with air quality goals. In addition, analyzing a variety of emission, vehicle, and activity trends that are direct output from many of the tools utilized in traditional air quality</p>

Emphasis Area	Work Program Subtasks Addressing Emphasis Area
	<p>planning, helps to ensure quality transportation information for application into other efforts.</p> <p>3.03 Air Quality Management and Operations — Performance measures are heavily relied upon to make decisions regarding the selection and implementation of air quality improvement projects to meet three elements: successful transportation conformity determination, State Implementation Plan support, and ultimately, regional compliance to the Environmental Protection Agency’s National Ambient Air Quality Standards. Examples include number of entities adopting regional policies and/or participating in regional collaborative efforts, current Dallas-Fort Worth regional ozone design value, emission source apportionments by sector, and on- and off-road emission inventory characteristics.</p> <p>3.04 Transportation and Air Quality Communications – It is important to receive feedback from the customers served to ensure overall effectiveness and audience interests. Outcomes from Google analytics, social media statistics, and direct participant participation at events help refine and shape future endeavors.</p> <p>3.06 Transit Operations – Performance measures are included in project management and program oversight for federal formula and discretionary funds for public transportation. Measures for both operations and capital grants are used in the decision-making process to maximize program outcomes with available funding.</p> <p>4.01 Metropolitan Transportation Plan – Performance measures such as level-of-service analysis and congestion assessments are outputs of the current planning processes and are documented throughout the Metropolitan Transportation Plan. In addition to these ongoing efforts, staff is reviewing proposed rulemaking related to performance measures and targets as mandated by MAP-21. Once official federal guidance is released, NCTCOG will coordinate with TxDOT to establish measures and targets that are appropriate for the regional transportation system. NCTCOG is also working with FHWA to implement elements of the Sustainable Highways Initiative to incorporate performance measures into the metropolitan transportation planning process. The focus of this work is the development of sustainable performance measures for the region’s transportation system. As work continues on a new long-range transportation plan, Mobility 2040, sustainable performance measures and supplemental measures will be incorporated to allow for the tracking of the region’s transportation system performance. MAP-21 performance measures and targets are not anticipated to be established during the Mobility 2040 development period, so they will be incorporated into the next long-range transportation plan.</p>



Emphasis Area	Work Program Subtasks Addressing Emphasis Area
	<p>5.01 Regional Transportation Studies - Through new federal legislation and proposed guidance to MAP-21, the Corridor Studies/Environmental Study Support element will continue to be a performance-driven, and outcome-based program providing support in the development of corridor studies throughout the region.</p> <p>Performance measures such as report of daily volumes, peak-hour volumes, level of service, vehicle miles traveled, ridership totals, boarding and alighting figures, and other travel model data for ongoing corridor studies are evaluated for MTP recommendations and inclusion.</p> <p>Regional Passenger Rail Innovative Finance Initiative – This initiative incorporates various performance measures to determine optimum funding and financing strategies for regional passenger rail corridors.</p> <p>Regional People Mover Initiative – This initiative examines the feasibility of using light-duty passenger rail technology to connect various land uses within mixed-use developments. Performance measures are utilized extensively to determine optimum alignment and operational conditions for these very important “last mile” connections.</p> <p>High Speed Rail – NCTCOG staff utilizes performance measures extensively in this effort as a partner to TxDOT and private-sector teams examining high and higher speed rail alternatives within the Dallas-Fort Worth region. Performance measures are a critical component for the alignment, operation and transportation system connectivity analyses.</p> <p>5.02 Subarea Studies and Local Government Assistance - Through guidance from MAP-21 legislation, the 5.02 subtask provides an evaluation of multimodal transportation needs within a specific geographic area or along an arterial or transit corridor. These projects are designed to study a specific issue and allow for a comprehensive assessment of general transportation needs within an area prior to examining system alternatives. The anticipated performance-based products of this subtask can include:</p> <ul style="list-style-type: none"> <li>• Travel demand modeling for study alternatives and alignment analysis.</li> <li>• Report of daily volumes, peak-hour volumes, level of service, vehicle miles traveled, ridership totals, boarding and alighting figures, the collection and transmittal of travel model networks, and performance report model outputs.</li> <li>• Identification of recommendations and incorporation of said recommendations in the next Metropolitan Transportation Plan.</li> </ul>

Emphasis Area	Work Program Subtasks Addressing Emphasis Area
	<p>5.03 Land-Use/Transportation Initiatives – The Sustainable Development livability program is developing performance measures that look at the impact of program investments from the three calls for projects that have occurred since 2001. Staff is tracking the number of infrastructure and planning projects funded and completed through the program and their impact, along with the number of projects within one-half mile from a transit station to evaluate the impact of transit oriented development (TOD) funding. Additionally, efforts are underway to measure the success of bicycle and pedestrian modes of alternative transportation and to determine any commuting patterns that may exist. Staff will monitor the volume of trips, directional and time-of-day information for various locations in Dallas-Fort Worth in order to better evaluate facility use and other patterns within the region. Efforts are underway to measure the success of bicycle and pedestrian modes of alternative transportation and to determine any commuting patterns that may exist. A network of regionally significant bicycle and pedestrian corridors, and their nearby access to development are important quality-of-life components to sustainable development and effective mixed-use development. Over time staff will be monitoring the volume of trips, directional and time-of-day information for different spots. Daily counts of bicycle and pedestrian users are conducted in various locations in Dallas-Fort Worth in order to better evaluate facility use and other patterns within the region.</p> <p>5.04 Capital and Operational Asset Management System – This program focuses on gaining maximum utilization of the current system and capacity, and the use of strategic investments in the transportation system to extend the operating life of the current system, thereby delaying the expenditure of limited resources. Both observed and planning performance measures are used to balance between preserving, upgrading or replacing existing transportation assets. These performance dimensions include traffic volumes, infrastructure conditions, traffic control devices, geometric design elements, safety, land use and congestion.</p> <p>5.05 Congestion Management Planning and Operations – NCTCOG’s congestion management process, in place since 1994, relies heavily on various performance measures as the primary mechanisms for assessing levels of congestion and recommended strategies for alleviating congestion. Both observed and planning performance measures are utilized to score and rank corridors for inclusion in the Congestion Management Process. The evaluation is based on four categories including alternative roadway infrastructure, modal options, system demand, and system reliability.</p> <p>Observed data is collected and utilized to report performance measures for the following programs: The Regional Traffic Signal Retiming Program, TxDOT Partnership Program (shoulder utilization project, aggressive incident management and wrong-way driving</p>

Emphasis Area	Work Program Subtasks Addressing Emphasis Area
	<p>project), and Value Pricing Pilot Program. NCTCOG staff prepares an annual report for Travel Demand Management (TDM) programs based on observed data collected by NCTCOG and partner agencies; this includes the Vanpool Program and the Regional Trip Reduction Program.</p> <p>5.07 Regional Freight Planning – Regional freight planning efforts assess the impact of truck traffic, rail freight, and other freight movement issues within and through the DFW region. This task includes the collection and analysis of data pertaining to freight mobility and safety. The analysis also includes gathering performance measures useful in monitoring changes in the freight system over time. These tasks will include continued coordination with private-sector partners in the trucking, rail, and freight forwarding businesses.</p> <p>5.08 Railroad Crossing Coordination – Railroad crossing coordination efforts collect and tabulate railroad crossing safety and performance measures regarding the regional railroad banking program, including a closed-crossing tracking system and a database to collect credits for railroad crossing closure projects. This effort also uses performance measures to identify target areas for railroad safety educational efforts.</p> <p>Transportation Safety Planning – An annual report of observed safety data including crash data, Freeway Incident Management Program data, and Mobility Assistance Patrol Program data for the Dallas-Fort Worth region is developed.</p>
<p><b>Regional Models of Cooperation</b>  <b>Ensure a Regional Approach to Transportation Planning by Promoting Cooperation and Coordination Across Transit Agency, MPO and State Boundaries.</b>            To improve the effectiveness of transportation decision making, State DOTs, MPOs, and providers of public transportation are encouraged to think beyond traditional borders and adopt a coordinated approach to transportation planning. A coordinated approach supports common goals and capitalizes on opportunities related to project delivery, congestion management, safety, freight, livability, and commerce across boundaries.</p>	<p>1.01 Community Outreach – Staff coordinates with transportation providers and surrounding regions to develop joint communications opportunities to improve information provided to the public.</p> <p>1.05 Quality Control and Field Operations – Staff coordinates with other NCTCOG Transportation program areas and Agency Administration, and communications occur between staff to ensure performing parties and activities are appropriately identified for field inspections.</p> <p>2.01 Travel Forecasting Support – Hill County, which is outside of the 12-county Metropolitan Planning Area, is included in the regional travel model due to the geography of IH 35, its split into IH 35E and IH 35W just south of the boundary, and the impact that travel on this facility has on transportation planning within the boundary. In addition, as part of the survey program and forecasting process, several coordination efforts will be made with TxDOT and local transportation agencies to avoid duplication of efforts and create a consistent and efficient analytical environment.</p>

Emphasis Area	Work Program Subtasks Addressing Emphasis Area
<p>Improved multi-jurisdictional coordination by State DOTs, MPOs, providers of public transportation, and rural planning organizations (RPO) can reduce project delivery times and enhance the efficient use of resources, particularly in urbanized areas that are served by multiple MPOs. The MPOs can revisit their metropolitan area planning agreements to ensure that there are effective processes for cross-jurisdictional communication among State DOTs, MPOs, and providers of public transportation to improve collaboration, policy implementation, technology use, and performance management. State DOTs and MPOs can explore the opportunity to partner with RPOs to conduct transportation planning in nonmetropolitan areas.</p>	<p>3.01 Transportation Project Programming – Periodic coordination with other metropolitan planning organizations regarding their processes, procedures, and new developments in transportation project programming improves regional, state, and national efforts.</p> <p>3.02 Regional Air Quality Planning – NCTCOG staff actively participates in the Statewide Technical Working Group for Mobile Sources. With inclusion of Hood County into the Ozone Advance Program, NCTCOG continues quarterly discussions with other areas, including all of the Environmental Protection Agency’s Region 6 (the five States of Arkansas, Louisiana, Oklahoma, New Mexico, and Texas).</p> <p>3.03 Air Quality Management and Operations – The following programs highlight coordination and cooperation across various boundaries:</p> <ul style="list-style-type: none"> <li>• Management and Operations Enforcement – Law enforcement efforts developed locally have been expanded to law enforcement in Houston and Austin, both training and access to NCTCOG databases containing statewide information.</li> <li>• Department of Energy Solar Ready – Networking with other regional areas across the country to make solar energy cost-competitive with other forms of energy.</li> <li>• Low-income Repair and Replacement Assistance Program and Texas Emissions Reduction Program – Coordinating with other regional administrators in Houston and Austin on program processes, outreach efforts, and various issues to improve efficiencies and effectiveness.</li> <li>• Diesel Inspection and Maintenance – Expanding coordination with Austin and Houston areas, in addition to the Department of Public Safety and TxDOT, to ensure efforts meet all needs.</li> <li>• Freight Efficiency and Smartway Efforts – Coordinating with the trucking industry to reduce emissions, which affects a large region as much of the affected truck traffic is long-haul; encouraging other agencies throughout EPA regions 6 and 7 to become engaged in promoting SmartWay strategies.</li> <li>• Natural Gas Shale Activities – Facilitating discussion of best practices, opportunities, and needs statewide in partnership with the Texas A&amp;M Transportation Institute, TxDOT, municipalities, and other relevant agencies.</li> <li>• Clean Construction – Discussion of NCTCOG plans with TxDOT and other MPOs in the state, with hope that when implemented locally, NCTCOG's success can be duplicated elsewhere.</li> <li>• Electric Vehicles North Texas – Carrying NCTCOG local efforts to those that comprise the Texas Triangle (Dallas, Fort Worth, Austin, San Antonio, and Houston) for broader implementation.</li> </ul>

Emphasis Area	Work Program Subtasks Addressing Emphasis Area
	<p>3.04 Transportation and Air Quality Communications – NCTCOG’s Clean Cities program coordinates with other regional Clean Cities programs, and communications occur between the region’s general public awareness program, Air North Texas, and other State and regional air quality awareness campaigns to ensure consistency.</p> <p>3.05 Public Transportation Planning and Management Studies – Coordination is a high priority for public transportation within the NCTCOG region and across boundaries. Focusing on seamless public transportation services, planners facilitate partnerships and support scalable, region-wide programs for travel training, public information about transit options, and best practices for transit operations.</p> <p>5.03 Land-Use/Transportation Initiatives – Staff participates in Bicycle and Pedestrian Planning peer exchanges in other states to provide information about various funding programs and NCTCOG initiatives.</p> <p>5.07 Regional Freight Planning – NCTCOG staff serves as a technical advisor and supporter to the Texas Department of Transportation for the Texas Statewide Freight Plan. NCTCOG staff also closely coordinates with the Association of Texas Metropolitan Planning Organizations regarding freight topics germane to freight movement within Texas.</p>
<p><b>Ladders of Opportunity Access to Essential Services</b></p> <p>State DOTs, MPOs, and providers of public transportation, as part of the transportation planning process, are encouraged to identify transportation connectivity gaps in accessing essential services. Essential services include employment, health care, schools/education, and recreation. Suggested UPWP work tasks include developing and implementing analytical methods to identify gaps in the connectivity of the transportation system and developing infrastructure and operational solutions that provide the public, especially the traditionally underserved populations, with adequate access to essential services. Other effective work tasks could include:</p>	<p>1.05 Quality Control and Field Operations – Efforts will be made to perform field inspections on performing parties and consultants to ensure activities meet agreements. This effort helps to ensure performing parties and consultants are working to meet the ongoing transportation needs of the public.</p> <p>2.01 Travel Forecasting Support – Analytical tools and data collection programs are designed to forecast ridership and roadway facilities demand. As the definitions of the essential services become more established, the tools and surveys will consider them more precisely in the process.</p> <p>3.01 Transportation Project Programming - NCTCOG has used criteria to boost ladders of opportunity via project selection for many years. For example, project selection criteria often include filling in service gaps, implementing projects in traditionally underserved communities, etc.</p> <p>3.02 Regional Air Quality Planning – National Ambient Air Quality Standards are set for pollutants considered harmful to public health and the environment, including protecting the health of asthmatics, children, and the elderly. NCTCOG will continue to utilize actual emissions data collected from the robust monitoring network existing in North Central</p>

Emphasis Area	Work Program Subtasks Addressing Emphasis Area
<p>evaluating the effectiveness of public participation plans for engaging transportation disadvantaged communities in the transportation decision making process; updating the Section 5310 Coordinated Human Service Public Transportation Plans; assessing the safety and condition of pedestrian and bicycle facilities; and evaluating compliance with Americans with Disabilities Act, particularly around schools, concentrations of disadvantaged populations, social services, medical, and transit facilities.</p>	<p>Texas. This information will be monitored in analyzing spatially (where) and temporally (when) emissions, peaks, trends, locally generated, or transported, to name a few. NCTCOG will also continue to assist with new ground-level monitor expansion, keeping in mind elements such as traffic patterns, terrain, meteorological conditions, and low-income residencies.</p> <p>3.03 Air Quality Management and Operations - Staff will continue to refine performance measures and the data utilized in order to assist in the identification of traditionally underserved populations and their connections to essential services and programs such as rural transit, alternative transportation modes, and availability of financial incentives. NCTCOG will look towards opportunities where the existing transportation system can be enhanced to minimize exposure to harmful pollutants, such as near schools, truck stops, hospitals, low-income residencies, high-volume truck activities, and others.</p> <p>3.04 Transportation and Air Quality Communications – Efforts are made to inform the region of identified solutions and availabilities for addressing gaps in transportation system connectivity, with continued focus on traditionally underserved populations. Different forms of translation, media type, and format will be utilized. Results will be tied back to performance evaluation to determine effectiveness and future directions.</p> <p>3.05 Public Transportation Planning and Management Studies – The Regional Public Transportation Coordination Plan specifically concentrates on access to essential services throughout the region and identifies strategies to address gaps in service. This planning process also informs funding decisions for public transportation and pinpoints areas where additional coordination could increase access to services for underserved populations.</p> <p>4.04 Ensuring Nondiscrimination and Environmental Justice in MPO Planning/Program Activities – During the development of each long-range transportation plan, NCTCOG conducts an analysis of the impacts of the roadway and transit recommendations on the region's population as part of a comprehensive environmental justice analysis. These measures indicate whether there are disproportionate impacts to traditionally underserved populations, such as low-income and minority groups. Among these measures is access to special generators, including universities, hospitals, and regional shopping centers. To date, no disparate impacts to protected populations have been identified through this analysis.</p> <p>5.03 Land-Use/Transportation Initiatives – The Transit-Oriented Development program uses data collection and various evaluation techniques of sidewalk and bicycle infrastructure to</p>

<b>Emphasis Area</b>	<b>Work Program Subtasks Addressing Emphasis Area</b>
	identify connectivity gaps between the 74 active rail stations in the DFW region and various nodes of employment and housing.

The North Central Texas Council of Governments and the Regional Transportation Council have also executed five Memorandums of Understanding (MOUs) with regions beyond the Metropolitan Planning Area for interregional and interstate cooperation on transportation issues that are of mutual interest to the North Central Texas region and the respective region. These MOUs have been executed with the East Texas Council of Governments and East Texas Corridor Council; the East Texas Council of Governments, East Texas Corridor Council, and the Northwest Louisiana Council of Governments; the East Texas Council of Governments, East Texas Corridor Council, Northwest Louisiana Council of Governments, and the North Delta Regional Planning and Development District/Ouachita Council of Governments; the Heart of Texas Council of Governments and Waco Metropolitan Planning Organization; and Metroplan (five-county area designated as the Metropolitan Planning Organization for the Central Arkansas Regional Transportation Study Area). Several of these agreements are on display in the Transportation Council Room of the North Central Texas Council of Governments. To advance high-speed rail planning efforts, NCTCOG and the Association of Central Oklahoma Governments, the Metropolitan Planning Organization for the Oklahoma City metropolitan area, documented an agreement to work cooperatively to evaluate and plan for potential rail service between the Houston and Oklahoma City metropolitan areas. Additionally, NCTCOG and the RTC executed an MOU with the Lone Star Rail District, a governmental entity planning and developing rail passenger service and freight rail improvements in the Central Texas region, to assist with and coordinate rail planning activities in the Dallas, Fort Worth, Austin and San Antonio regions.

In addition to these planning considerations, the rules emphasize that the metropolitan planning organizations shall develop and adopt a proactive public involvement process that provides complete information, timely public notice, full public access to key decisions, and supports early and continued involvement of the public, including those traditionally underserved by existing transportation systems. NCTCOG incorporates Environmental Justice and Title VI considerations



into its public involvement process. Public participation is solicited and strongly encouraged in NCTCOG's transportation planning program. Increasing communication among citizens, elected officials, and technical staff permits these entities to work together to achieve desired goals and objectives. The public outreach and involvement programs emphasize the importance of participation at all levels, from government agencies to the individual. When the public is informed and involved, the direction and content of the planning efforts are more likely to address the wide range of issues that impact the region. Including the public during the planning phase of any project will reduce the time and cost of eventual project implementation.

The public outreach initiative is a major ongoing program to increase the level of interaction with the general public regarding transportation planning activities being carried out by the Metropolitan Planning Organization. A wide variety of strategies have been developed to address this goal. Different strategies may be employed for different projects and activities, depending on specific project needs, available time, and project budgets.

Formal public involvement procedures to be used in the metropolitan transportation planning process were originally adopted by the Regional Transportation Council (RTC) on June 1, 1994, and subsequently revised May 10, 2007, March 11, 2010, and February 12, 2015 to increase the public's access to information related to the MPO planning process, as well as opportunities for public participation in the overall decision-making process. The current Public Participation Plan approved by the RTC is included in Appendix G. The most recent revisions addressed changing communication trends, aligning outreach and input opportunities to the significance of decision under consideration, and suggestions received from the public and partners. The Public Participation Plan, as approved by the RTC in February 2015, also includes, as attachments, a Language Assistance Plan and Title VI Complaint Procedures. The Language

Assistance Plan outlines how people with limited proficiency in English have access to information and the ability to participate in NCTCOG Transportation Department Programs. Title VI Complaint Procedures outline the NCTCOG policy, how an individual may submit a complaint, how the complaint will be investigated and potential resolution scenarios. The public involvement procedures represent the required public involvement process that must be carried out for involving the public in the various aspects of the regional transportation planning process; additional strategies are often pursued through public outreach activities that are also identified in Appendix G. NCTCOG staff continually reviews requirements for and guidance on public participation from the Federal Highway Administration/Federal Transit Administration and maintains public involvement procedures consistent with requirements and guidance.

In addition, previous guidance received from federal and state transportation funding agencies requested MPOs to include activities to ensure and enhance the compliance of the metropolitan transportation planning process with Title VI of the Civil Rights Act of 1964. Title VI states that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. The Civil Rights Restoration Act of 1987 expanded the prohibition of discrimination to include religion, sex, age, or disability and clarified the intent of Title VI by including the following language: “Nondiscrimination programs require that federal-aid recipients, sub-recipients, and contractors prevent discrimination and ensure nondiscrimination in all of their programs and activities, whether those programs and activities are federally funded or not.” Additionally, Executive Order 12898 mandates that federal agencies incorporate environmental justice principles by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of their programs, policies, and activities on minority populations and low-income populations. Periodically, TxDOT will request a Title VI Compliance Review of the North Central Texas Council of Governments’

metropolitan planning process. During the review, NCTCOG gives TxDOT documentation of how the Agency is complying with non-discrimination requirements in the outreach and planning processes. On May 9, and May 23, 2013, the Regional Transportation Council and the NCTCOG Executive Board approved an update to NCTCOG's Title VI program. Initiatives to maintain compliance with all applicable regulations and orders will continue to be pursued as part of the FY2016 and FY2017 UPWP.

The UPWP is prepared biennially by NCTCOG, in cooperation with the Texas Department of Transportation, transportation authorities, toll authorities, and local governments in the Dallas-Fort Worth Metropolitan Area. Specific planning needs for the region are identified through requests solicited from representatives of these agencies and local governments. This information is combined with regional needs identified by NCTCOG and, after allocating funds from available resources, presented as a proposed Work Program for the upcoming fiscal years.

In addition to working cooperatively to develop the Unified Planning Work Program, NCTCOG, as the Metropolitan Planning Organization, works with the Texas Department of Transportation and the transportation operators to carry out the metropolitan planning process within the region. Included as Exhibit I-3 is a table illustrating the respective responsibilities of NCTCOG, the Texas Department of Transportation, the North Texas Tollway Authority, the Collin County Toll Road Authority, Dallas Area Rapid Transit, the Fort Worth Transportation Authority, the Denton County Transportation Authority, and the Dallas/Fort Worth International Airport with regard to the development of financial forecasts, the Metropolitan Transportation Plan, the Metropolitan Transportation Improvement Program, the Annual Listing of Obligated Projects, the Congestion Management Process, Air Quality Conformity, and Corridor Studies. Appendix H contains a

Memorandum of Agreement between the above entities demonstrating each entity's commitment to work together.

**EXHIBIT I-3**

**METROPOLITAN TRANSPORTATION PLANNING PROCESS RESPONSIBILITIES**

<b>Planning Activity</b>	<b>NCTCOG/RTC</b>	<b>TxDOT/NTTA/CCTRA</b>	<b>DART/The T/DCTA</b>	<b>DFW Airport</b>
Financial Forecasts (23 CFR 450.322(f)(10))	Develop alternative financial forecasts based on policy variables.  Develop forecasts for locally generated and local option revenue.	Provide estimate of statewide revenue projections for statewide sources such as federal/state fuel tax, vehicle registrations, and state discretionary programs.  Develop and maintain revenue forecasting model for federal/state revenue sources, including local option alternatives.  Provide estimates of revenue by year for each Statewide Transportation Improvement Program category.	Provide estimate of agency revenue projections for local, state, and federal sources such as local sales tax, federal and state formula funds and discretionary programs.  Provide financial plan information regarding allocation of revenue sources to project types, such as rail capital, bus capital, and maintenance and operations.	Provide any locally derived revenue estimates as appropriate.
Metropolitan Transportation Plan (MTP) Development (23 CFR 450.322)	Develop system revenue forecasts.  Develop system-wide alternative scenarios.  Develop system-wide travel forecasts and performance reporting.	Provide roadway project status and cost information, including revenue source.  Provide potential project staging and phasing, including expected opening year.	Provide transit project status and cost information, including revenue source.  Provide potential project staging and phasing, including expected opening year.	Provide project status and cost information, including revenue source for major Airport projects which are locally funded.  Provide potential project staging and phasing, including expected

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**METROPOLITAN TRANSPORTATION PLANNING PROCESS RESPONSIBILITIES**

Planning Activity	NCTCOG/RTC	TxDOT/NTTA/CCTRA	DART/The T/DCTA	DFW Airport
	<p>Coordinate public and transportation partner involvement activities regarding Metropolitan Transportation Plan development.</p> <p>Develop region-wide demographic information.</p>			opening year for major locally funded projects.
Metropolitan Transportation Improvement Program (TIP) (23 CFR 450.324)	<p>Compile and maintain list of funded projects by year and funding source, including basic scope, limits, and total project cost/funding details.</p> <p>Submit metropolitan Transportation Improvement Program for inclusion in the Statewide Transportation Improvement Program.</p> <p>Draft and submit quarterly Transportation Improvement Program</p>	<p>Provide list of projects implemented by own agencies to NCTCOG for inclusion in the metropolitan and Statewide Transportation Improvement Program (STIP) in the metropolitan area. TxDOT submits rural projects to STIP.</p> <p>Provide updated status, costs by phase, and dollar amounts by funding category and year.</p> <p>Submit locally funded, regionally significant projects</p>	<p>Provide list of projects implemented by own agencies to NCTCOG for inclusion in the metropolitan and Statewide Transportation Improvement Program.</p> <p>Provide updated status, costs by phase, and dollar amounts by funding category and year for each federal, state, or locally funded project.</p> <p>Submit locally funded, regionally significant</p>	<p>Provide list of locally funded, regionally significant projects implemented by DFW Airport for inclusion in the metropolitan and Statewide Transportation Improvement Program.</p> <p>Provide updated status, costs by phase, and dollar amounts by funding category and year for each federal, state, or locally funded project.</p>

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**METROPOLITAN TRANSPORTATION PLANNING PROCESS RESPONSIBILITIES**

Planning Activity	NCTCOG/RTC	TxDOT/NTTA/CCTRA	DART/The T/DCTA	DFW Airport
	modifications and Statewide Transportation Improvement Program revisions to the Texas Department of Transportation Districts (includes review for Metropolitan Transportation Plan and Conformity consistency and requisite public involvement).	for inclusion in the Transportation Improvement Program/Statewide Transportation Improvement Program.  Submit Transportation Improvement Program modifications/Statewide Transportation Improvement Program revisions to own agency's projects for NCTCOG processing and review.  Texas Department of Transportation Districts submit final Statewide Transportation Improvement Program revision packet to the Texas Department of Transportation in Austin for review and approval.	projects for inclusion in the Transportation Improvement Program/Statewide Transportation Improvement Program.  Submit Transportation Improvement Program modifications/Statewide Transportation Improvement Program revisions for own agency's projects to NCTCOG.	Submit Transportation Improvement Program modifications/Statewide Transportation Improvement Program revisions for own agency's projects to NCTCOG.
Annual Listing of Obligated Projects (23 CFR 450.332)	Compile list of obligated projects for each fiscal year with data from the Federal Transit Administration information system, transit agencies, and the	Provide list of obligated projects (including project status and obligation amounts) to NCTCOG at the end of each fiscal year.	N/A	N/A

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**EXHIBIT I-3**

**METROPOLITAN TRANSPORTATION PLANNING PROCESS RESPONSIBILITIES**

Planning Activity	NCTCOG/RTC	TxDOT/NTTA/CCTRA	DART/The T/DCTA	DFW Airport
	Texas Department of Transportation.			
Congestion Management Process (CMP) (23 CFR 450.320)	<p>Develop multimodal, system-wide monitoring and evaluation performance process.</p> <p>Develop, coordinate and collect regional transportation data for inclusion in regional data collection program.</p> <p>Identify, select, implement and coordinate congestion management strategies.</p> <p>Provide and coordinate evaluation of effectiveness of implemented strategies.</p> <p>Coordinate public involvement activities regarding Congestion</p>	<p>Provide collected transportation data for inclusion in regional data collection program.</p> <p>Identify, select and implement congestion management strategies.</p> <p>Provide evaluation of effectiveness of implemented strategies.</p>	<p>Provide collected transit data for inclusion in regional data collection program.</p> <p>Identify, select and implement congestion management strategies.</p> <p>Provide evaluation of effectiveness of implemented strategies.</p>	<p>Provide collected transportation data for inclusion in regional data collection program.</p> <p>Identify, select and implement congestion management strategies.</p> <p>Provide evaluation of effectiveness of implemented strategies.</p>

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**EXHIBIT I-3**

**METROPOLITAN TRANSPORTATION PLANNING PROCESS RESPONSIBILITIES**

Planning Activity	NCTCOG/RTC	TxDOT/NTTA/CCTRA	DART/The T/DCTA	DFW Airport
	Management Process development.			
Air Quality Conformity (40 CFR Part 93)	<p>Develop and coordinate the transportation conformity analyses for the nonattainment area within the Metropolitan Planning Area.</p> <p>Enter into a Memorandum of Agreement with the Texas Department of Transportation, in the event the nonattainment area extends beyond the Metropolitan Planning Area boundary, for cooperative planning and air quality analysis of projects to reach a positive conformity determination.</p> <p>Coordinate with consultation partners (Federal Highway Administration, Federal Transit Administration, Environmental Protection</p>	<p>TxDOT:</p> <p>Enter into a Memorandum of Agreement with NCTCOG, in the event the nonattainment area extends beyond the Metropolitan Planning Area boundary, for cooperative planning and air quality analysis of projects to reach a positive conformity determination.</p> <p>Participate as one of the interagency consultation partners for the conformity determination process, review conformity analyses and provide comments.</p> <p>Provide consent to the Federal Highway Administration on the transportation conformity determination.</p>	Review conformity analysis, if applicable; provide comments during public participation process.	Review conformity analysis, if applicable; provide comments during public participation process.

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**METROPOLITAN TRANSPORTATION PLANNING PROCESS RESPONSIBILITIES**

Planning Activity	NCTCOG/RTC	TxDOT/NTTA/CCTRA	DART/The T/DCTA	DFW Airport
	<p>Agency, Texas Commission on Environmental Quality, and Texas Department of Transportation) regarding review requirements for the conformity review process.</p> <p>Transmit the joint Federal Highway Administration/Federal Transit Administration conformity determination to affected entities.</p>	<p>NTTA/CCTRA: Review conformity analysis, if applicable; provide comments during public participation process.</p>		
Corridor and Subarea Studies	<p>Lead corridor studies agreed upon by partnering agencies.</p> <p>Support partner agency corridor studies by providing travel forecasts for alternative scenarios.</p> <p>Provide Mobile Source Air Toxics and Environmental Justice analysis as appropriate to</p>	<p>Lead corridor studies agreed upon by partnering agencies.</p> <p>Provide funding support for travel forecasting support as agreed upon between lead agency and NCTCOG.</p> <p>Provide design concept and scope information for potential project alternatives</p>	<p>Lead corridor studies agreed upon by partnering agencies.</p> <p>Provide funding support for travel forecasting support as agreed upon between lead agency and NCTCOG.</p> <p>Provide design concept and scope information for potential project</p>	<p>Provide support for major roadway and transit corridor studies impacting DFW Airport.</p>

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**METROPOLITAN TRANSPORTATION PLANNING PROCESS RESPONSIBILITIES**

<b>Planning Activity</b>	<b>NCTCOG/RTC</b>	<b>TxDOT/NTTA/CCTRA</b>	<b>DART/The T/DCTA</b>	<b>DFW Airport</b>
	<p>support National Environmental Policy Act documents.</p> <p>Provide policy and administrative support, including potential impacts to current and upcoming Metropolitan Transportation Plans.</p>	<p>as necessary to perform travel forecasts.</p>	<p>alternatives as necessary to perform travel forecasts.</p>	

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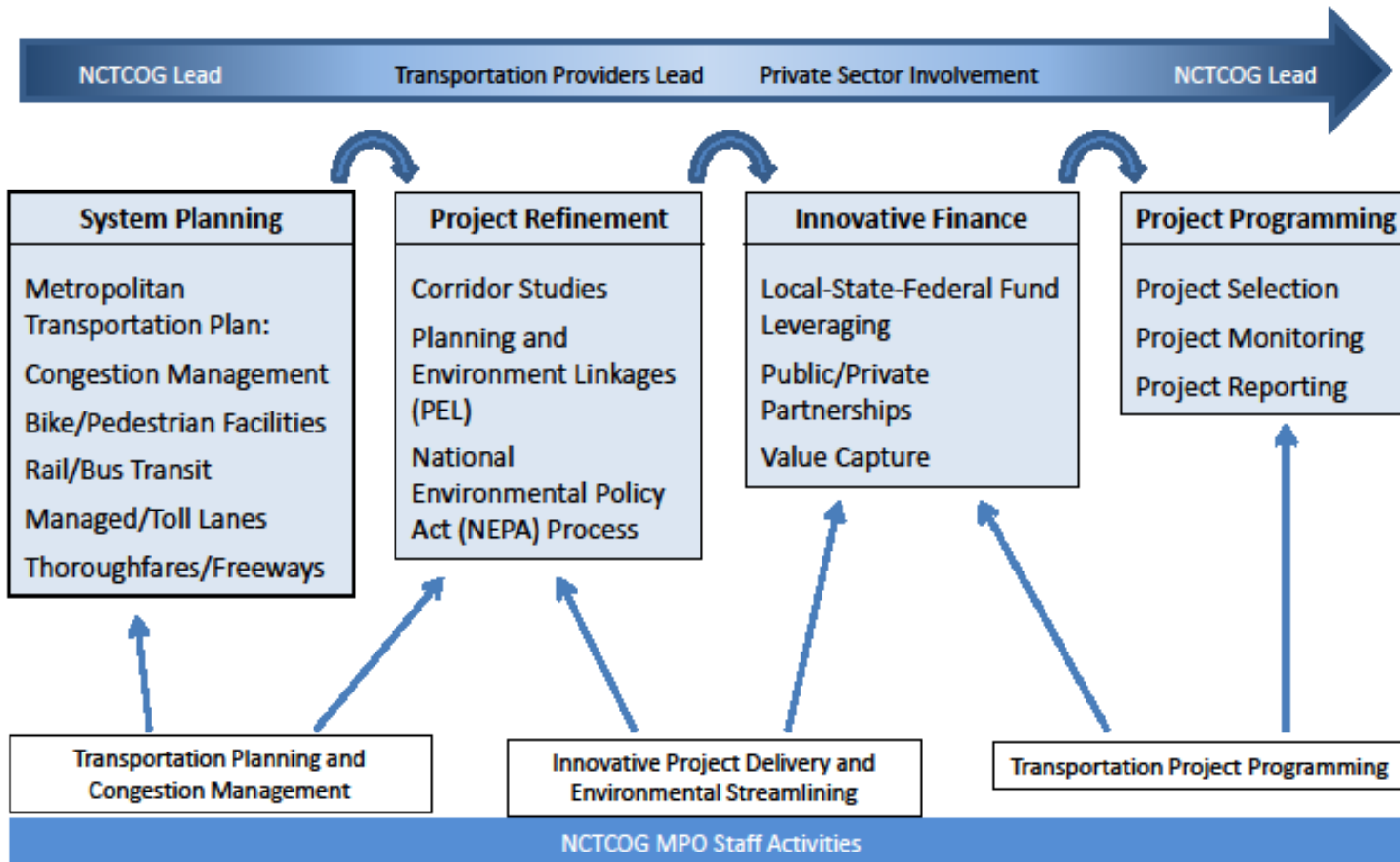
The North Central Texas Council of Governments has received a grant to assist in the formation of an Economic Development District. It is anticipated that data available through the metropolitan planning process may be utilized to help support the Agency's new Economic Development District Policy Advisory Committee in the development of Comprehensive Economic Development Strategies.

The metropolitan planning process utilized in the region for delivering transportation projects consists of four phases: system planning, project refinement, innovative finance, and project programming. The process is outlined in Exhibit I-4. System planning is a primary function of the Metropolitan Planning Organization, and as such, the North Central Texas Council of Governments takes the lead in the development of the Metropolitan Transportation Plan. As projects contained in the Plan undergo more detailed analyses, the transportation providers in the region assume leadership roles for specific projects, as applicable, with support from NCTCOG. The private sector joins in the planning process as revenue sources for the projects are investigated and identified. With the decline in revenue from traditional funding sources, participation from the private sector is becoming more and more relied upon in order to identify revenue streams to expeditiously implement viable transportation projects. Once project funding has been identified, the North Central Texas Council of Governments, in carrying out another primary responsibility, reassumes the lead in the planning process and includes the projects in the Transportation Improvement Program.

The draft UPWP document is reviewed by the Surface Transportation Technical Committee and is also presented for comment at public meetings. The Unified Planning Work Program is then presented for approval to the RTC and the NCTCOG Executive Board.

EXHIBIT I-4

# Metropolitan Planning Process for Delivering Transportation Projects



Consistent with the standard UPWP format provided by TxDOT, the following five tasks have been identified to guide transportation planning activities in the NCTCOG Metropolitan Area:

- 1.0 Administration and Management
- 2.0 Transportation Data Development and Maintenance
- 3.0 Short-range Planning and Programming, and Air Quality and Transit Operations
- 4.0 Metropolitan Transportation Plan
- 5.0 Special Studies and System Operation

Descriptions of these tasks are included in Chapters II-VI.

During a series of public meetings held on February 2 and 3, 2015, the public was notified that development of the FY2016 and FY2017 UPWP was beginning. Attendees were asked to provide ideas for regional transportation or air quality planning studies and/or requests for planning study technical assistance for potential inclusion in the UPWP. On June 8, 2015, a public meeting was also held to present to the public the draft FY2016 and FY2017 UPWP for comments prior to requesting technical committee and RTC approval of the Work Program. This public meeting was also video recorded and made available on line, as was a draft copy of the document.

## **B. Definition of Area**

### North Central Texas Region

The North Central Texas region is the 16-county area within which the North Central Texas Council of Governments is responsible for coordinating regional planning activities. This area consists of the Counties of Collin, Dallas, Denton, Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell, Tarrant, and Wise. The region was designated

as the North Central Texas State Planning Region by Executive Order of the Texas Governor, Dolph Briscoe, on August 28, 1973.

#### Dallas-Fort Worth Metropolitan Area

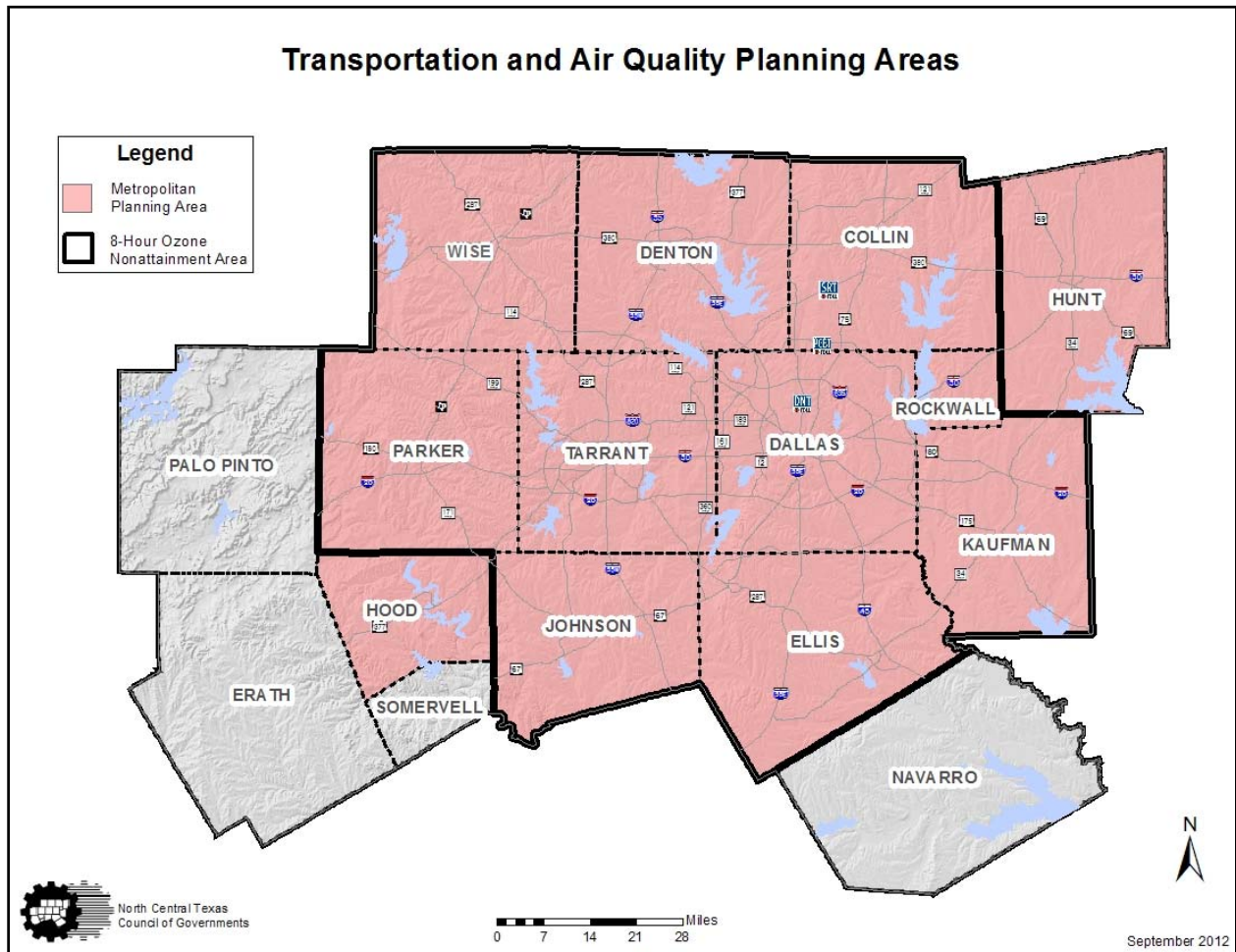
The Texas Department of Transportation (then known as the Texas Highway Department) initiated comprehensive transportation planning in North Central Texas in July 1967, as the Dallas-Fort Worth Regional Transportation Study. These early planning efforts set the foundation for subsequent transportation planning in the region and defined the area of primary interest for such work. Since that time period, extensive growth in population and employment, followed by subsequent growth in travel, resulted in several expansions of the study area, or that area for which the MPO focuses its transportation and air quality planning activities and is expected to be principally urbanized by the appropriate planning horizon (approximately 20 years). Following action by the Regional Transportation Council, the NCTCOG Executive Board and the Texas Transportation Commission in 2009, the Metropolitan Planning Area boundary now includes the full 12 counties of Collin, Dallas, Denton, Ellis, Hood, Hunt, Johnson, Kaufman, Parker, Rockwall, Tarrant and Wise; a total area of approximately 9,441 square miles, as shown in Exhibit I-5.

As a result of the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA); the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21); Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU); and the subsequent MAP-21, the Metropolitan Area also has federal designation as a Transportation Management Area (TMA).

Federal planning regulations require that if any federal public lands and/or Indian tribal lands are included within the Metropolitan Planning Area, the affected federal agencies and Indian tribal governments shall be involved appropriately in the development of transportation plans and

programs. NCTCOG includes tribes that have areas of concern in the North Texas region in public involvement processes related to transportation planning. Tribal groups are included in the 9,000-record public involvement database.

### **EXHIBIT I-5**



#### Air Quality Nonattainment Area

With the passage of the Clean Air Act Amendments of 1990, the Counties of Collin, Dallas, Denton, and Tarrant were originally designated as a nonattainment area for being in violation of the 1-hour ozone standard. In July 2012, the ozone nonattainment area was expanded due to



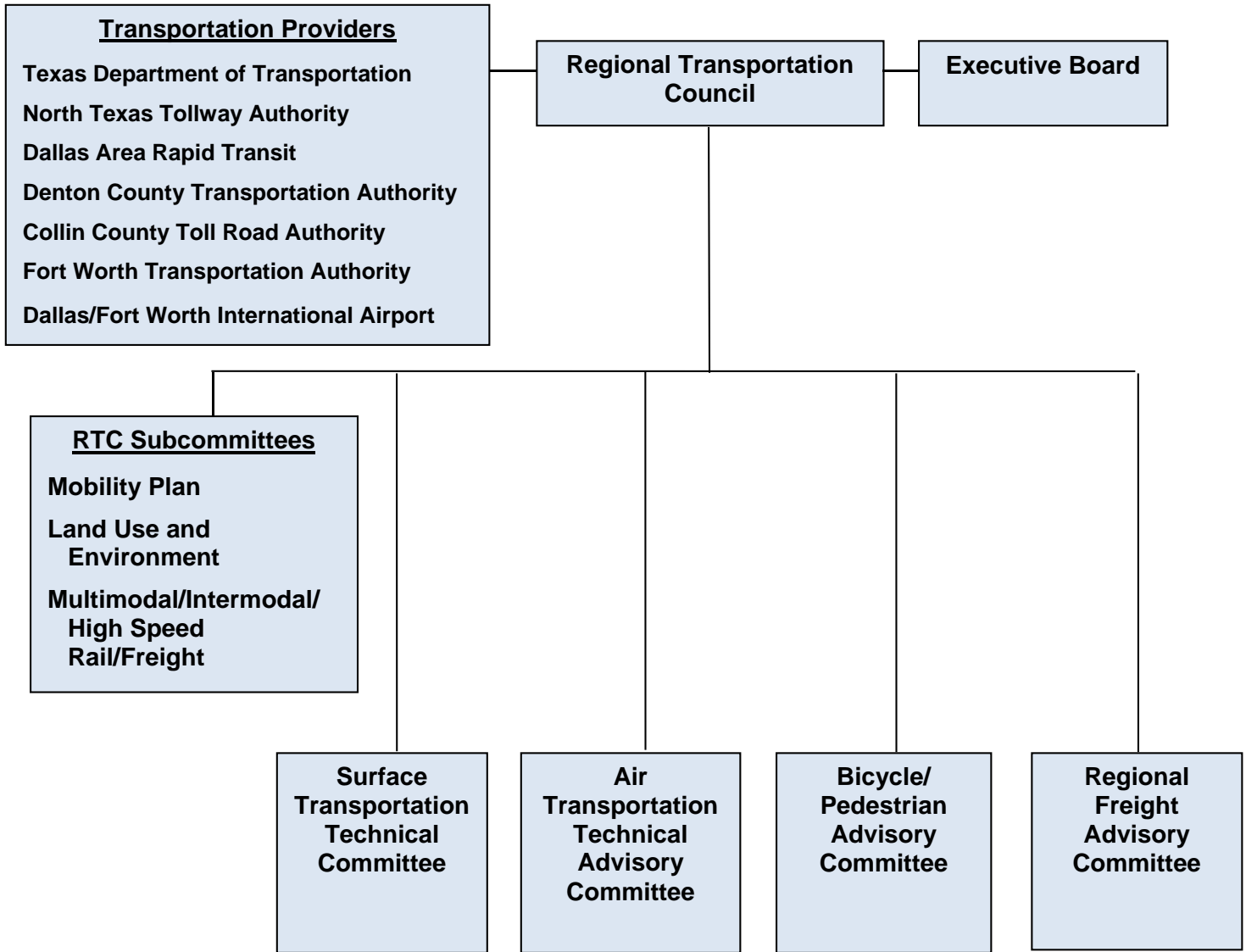
implementation of the revised 8-hour ozone standard. The current nonattainment area includes Collin, Dallas, Denton, Ellis, Johnson, Kaufman, Parker, Rockwall, Tarrant, and Wise Counties. In addition, Hood County has remained in attainment but is partnering with EPA through the Ozone Advance Program. Ozone Advance encourages actions that result in reduced ozone precursor emissions to enable continued compliance in meeting the ozone standard. Air quality planning activities to be conducted as part of the FY2016 and FY2017 UPWP are described within Task 3 of the Work Program.

### **C. Organization**

Multimodal transportation planning and development, facilitated through a single policy direction for all modes of travel, ensures that plans and programs are coordinated across various city, county, and agency jurisdictional boundaries and that cooperation is occurring among implementing agencies. In North Central Texas, this direction is provided through an extensive committee structure forming partnerships in regional transportation planning and implementation, as illustrated in Exhibit I-6. This structure consists of the NCTCOG Executive Board and the Regional Transportation Council, comprised primarily of local elected officials; transportation providers; and technical committees comprised of staff involved in the planning for various modes of travel.

**EXHIBIT I-6**

**PARTNERSHIP IN REGIONAL  
TRANSPORTATION PLANNING**



### NCTCOG Executive Board

The NCTCOG Executive Board, consisting of 13 locally elected officials and one ex-officio non-voting member of the legislature, establishes overall policy for comprehensive planning and coordination in the North Central Texas region. The Executive Board sets policy for the administration of funds granted to the MPO, as well as the NCTCOG staff in carrying out the day-to-day responsibilities of the MPO. NCTCOG is the overall umbrella under which the regional transportation planning process functions. The Executive Board meets on the fourth Thursday of each month at 12:45 pm, in the North Central Texas Council of Governments' Transportation Council Room, located on the first floor of the Centerpoint Two Building (616 Six Flags Drive) in Arlington, Texas.

### Regional Transportation Council

The Regional Transportation Council, consisting of 44 members, serves as the independent policy body for regional transportation decisions. The primary functions of the RTC are to provide guidance for multimodal transportation planning and to assure coordination among transportation modes, local government entities, and planning activities. The RTC is responsible for direction and approval of the Metropolitan Transportation Plan, the Transportation Improvement Program, the Congestion Management Process, the Unified Planning Work Program, and for satisfying and implementing federal and state laws and regulations pertaining to the regional transportation planning process.

The Chair of the RTC is elected from the membership in June of each year and serves a term of one year. The individual local governing bodies select their representatives to the RTC. NCTCOG staff provides administrative and clerical support to the RTC. The RTC meets at 1:00 p.m. on the second Thursday of each month, in the North Central Texas Council of Governments' Transportation Council Room, located on the first floor of the Centerpoint Two

Building (616 Six Flags Drive) in Arlington, Texas. As of June 2012, the RTC meetings are video recorded and available online within 24 hours following each meeting. As a result of State legislative action in 2015, the monthly meetings of the Regional Transportation Council will be available via live streaming over the Internet beginning in September 2015. The organizational structure of the RTC is shown in Exhibit I-7, and current membership is shown in Appendix A. At the discretion of the RTC officers, RTC members also serve on Standing and Ad Hoc Subcommittees formed by the officers to respond to specific issues that come before the Council. The following is a summary of these subcommittees.

### Standing RTC Subcommittees

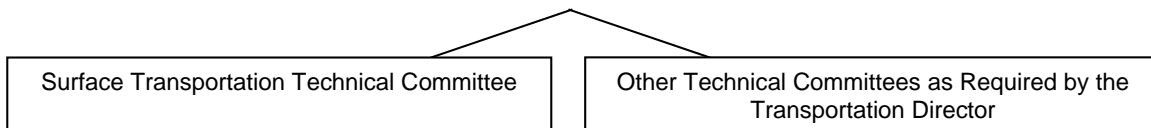
#### Mobility Plan Subcommittee

The Metropolitan Transportation Plan provides the blueprint for a multimodal transportation system. The projects, programs, and policies contained in the Plan are aimed at achieving the following goals: 1) traditional transportation-oriented goals (e.g., enhancing mobility, improving accessibility, reducing congestion and increasing reliability); 2) quality-of-life goals (e.g., balanced land use, sustainability, orderly economic development and improved air quality); and 3) system sustainability (e.g., adequate and sustainable funding); and 4) timely implementation. In an era of uncertain funding scenarios, the solutions identified in the Plan may look very different depending on the amount of funding available. The Mobility Plan Subcommittee reviews various scenarios that could respond to the changing financial picture and the transportation improvement needs. The Subcommittee explores the trade-offs between transportation investments and policy-driven rules and regulations.

**EXHIBIT I-7**

**REGIONAL TRANSPORTATION COUNCIL ORGANIZATIONAL STRUCTURE**

City of Arlington	2
Cities of Carrollton and Farmers Branch	1
Cities of Dallas, Highland Park, and University Park	6
City of Denton, Sanger, Corinth, and Lake Dallas	1 (urbanized area)
Cities of Duncanville, DeSoto, Lancaster, Cedar Hill, Glenn Heights, and Hutchins	1
City of Fort Worth	3
City of Garland	1
City of Grand Prairie	1
Cities of North Richland Hills, Haltom City, Watauga, White Settlement, River Oaks, Lake Worth, Westworth Village, Saginaw, and Azle	1
Cities of Irving and Coppell	1
Cities of Lewisville, Flower Mound, and Highland Village	1 (urbanized area)
Cities of Mansfield, Benbrook, Forest Hill, Crowley, Everman, and Kennedale	1
Cities of Mesquite, Balch Springs, Seagoville, and Sunnyvale	1
Cities of Keller, Grapevine, Southlake, Colleyville, Westlake, Trophy Club, Roanoke, Bedford, Euless, and Hurst	1
Cities of McKinney, Fairview, Anna, Princeton, and Melissa	1 (urbanized area)
City of Plano	1
Cities of Richardson and Addison	1
Cities of Frisco, Prosper, Little Elm, The Colony, Celina, and Providence Village	1
Cities of Allen, Lucas, Wylie, Rowlett, Sachse, and Murphy	1
Collin County	1
Dallas County	2
Denton County	1
Ellis County and the Cities of Waxahachie, Midlothian, Ennis, and Red Oak, and Kaufman County and the Cities of Forney, Terrell, and Kaufman	1
Johnson County and the Cities of Bursleson, Cleburne, Keene, and Joshua and Hood County and the City of Granbury	1
Rockwall County and the Cities of Rockwall, Heath, Royse City, and Fate and Hunt County and the Cities of Greenville and Commerce	1
Parker County and the Cities of Weatherford and Mineral Wells, and Wise County and the Cities of Decatur and Bridgeport	1
Tarrant County	2
District Engineer, Dallas District, TxDOT (also represents the TxDOT Paris District's interests)	1
District Engineer, Fort Worth District, TxDOT	1
Policy Representative, Dallas Area Rapid Transit	1
Policy Representative, Fort Worth Transportation Authority	1
Policy Representative, Denton County Transportation Authority	1
Policy Representative, North Texas Tollway Authority	1
Policy Representative, Dallas/Fort Worth International Airport	<u>1</u>
<b>Total</b>	<b>44</b>



## Land Use and Environment Subcommittee

The Land Use and Environment Subcommittee's role is to consider the relationships of social, economic, and environmental objectives for RTC initiatives. The integration between land use, multimodal transportation, future demographic scenarios, and their relationship to air quality and energy policy will be developed.

## Multimodal/Intermodal/High Speed Rail/Freight Subcommittee

This Subcommittee's responsibility is to develop more thoughtful approaches to the region's multimodal/intermodal needs for both people and goods. Reducing traffic congestion within corridors and bottlenecks between modes, increasing efficiency and safety, and improving air quality require a more cohesive transportation approach. This Subcommittee reviews options for corridor selection, mode selection, corridor priorities, and funding associated with rail and intermodal facilities. In addition, the Subcommittee maintains a dialogue on issues of common interest with the private sector and investigates opportunities for partnerships. The Subcommittee also includes representatives from the private-sector freight and high-speed rail providers.

## Ad Hoc RTC Subcommittees

Members of Ad Hoc Subcommittees are appointed to serve by the RTC officers on an as-needed basis.

## Bylaws Revision Subcommittee

The Bylaws Revision Subcommittee reviews and considers proposed revisions to the Regional Transportation Council's Bylaws and Operating Procedures.

## Nominating Subcommittee

The Nominating Subcommittee convenes in conjunction with the annual election of officers, which occurs in June of each year, or in other special circumstances that require the election of officers. This Subcommittee is tasked with confirming that the current Vice Chair and Secretary should move up to the office of Chair and Vice Chair, respectively, and nominate a new Secretary.

## Transportation Authority Passenger Rail Partnership

The responsibility of the Transportation Authority Passenger Rail Partnership is to work with transportation authority board members to implement the transit vision, including regional passenger rail development identified in the Metropolitan Transportation Plan. Topics of discussion include funding, service area expansion, and integrated communication programs. The Subcommittee is comprised of RTC members representing agencies within transportation authority service areas.

## NTTA/TxDOT Toll Road Partnership

A robust toll road and managed-lane system is a major recommendation of the Metropolitan Transportation Plan. The North Texas Tollway Authority and Texas Department of Transportation are involved in various aspects of toll road and managed-lane implementation. The responsibility of the NTTA/TxDOT Toll Road Partnership is to discuss regional policies related to toll road and managed-lane development such as variable pricing (peak period, congestion, and occupancy). The schedule and the agency constructing particular projects will be highlighted.

## Legislation and Finance Partnership

The purpose of the Legislation and Finance Partnership is to address the challenges facing the region on implementation of the Metropolitan Transportation Plan. The Metropolitan

Transportation Plan documents the need for additional transportation funding in order to fully implement the recommendations. Innovative transportation funding strategies will be explored by the Partnership. The need for increased levels of funding often requires legislative initiatives at the local, State, and federal levels. A primary function of this Partnership is to provide recommendations to the Regional Transportation Council regarding legislative initiatives directed toward increasing transportation funding as well as addressing other related transportation legislative needs. Members of the Partnership are encouraged to meet regularly with the legislative delegation to discuss these needs.

#### Project Mediation Subcommittee

The Project Mediation Subcommittee's responsibility is to examine opportunities for the RTC to facilitate the implementation of transportation improvements through mediation. Projects which are regional in nature, included in the Metropolitan Transportation Plan, and that are opposed by one or more jurisdictions would be candidates for this process. The emphasis of the proposed process is to keep lines of communication open in order to keep a project moving forward and also to avoid litigation.

#### Other RTC Subcommittee Emphasis Areas

In addition to the Regional Transportation Council standing and ad hoc subcommittees noted above, the Regional Transportation Council may consider various institutional and financial issues affecting the transportation system. For example, during the time period of this FY2016 and FY2017 Unified Planning Work Program, it is anticipated that the RTC will consider future transit opportunities for non-transportation authority member cities to gain access to the regional transit system.



### Transportation and Air Quality Committees and Task Forces

The transportation and air quality committees provide advice to the RTC and guidance for the NCTCOG staff. Committee members may also be called upon to provide the RTC with information about the concerns and priorities of the individual local entities they represent. They also provide specialized expertise and serve as a means of facilitating communication and coordination between the regional planning process and individual local agencies. Representatives on these committees include staffs of local governments, transportation providers in the region, private-sector representatives, and personnel from state and federal agencies. NCTCOG staff provides technical, administrative, and clerical support for the committees.

### Surface Transportation Technical Committee

The Surface Transportation Technical Committee (STTC) reviews, comments on, and prepares recommendations regarding surface transportation planning and development in the Dallas-Fort Worth Metropolitan Area. Membership on the Surface Transportation Technical Committee is defined by the Bylaws of the Regional Transportation Council. The NCTCOG Executive Board appoints the officers, and members of the Surface Transportation Technical Committee serve at the pleasure of their agencies. The current members of the Surface Transportation Technical Committee are listed in Appendix A. The Committee meets at 1:30 pm on the fourth Friday of each month in the North Central Texas Council of Governments' Transportation Council Room located on the first floor of the Centerpoint Two Building (616 Six Flags Drive) in Arlington, Texas.

### Air Transportation Technical Advisory Committee

The Air Transportation Technical Advisory Committee provides technical expertise and review for the general aviation system planning process to the Regional Transportation Council and NCTCOG Executive Board. The general aviation system is the system of airports and heliports

in the region that provide for general aviation and air cargo activity. The Committee meets on a quarterly basis in the North Central Texas Council of Governments' Transportation Council Room located on the first floor of the Centerpoint Two Building (616 Six Flags Drive) in Arlington, Texas.

#### Bicycle and Pedestrian Advisory Committee

The NCTCOG Bicycle and Pedestrian Advisory Committee provides technical expertise, public outreach support, review of regional bicycle and pedestrian planning, and assistance in the selection of bicycle and pedestrian projects funded by the Regional Transportation Council and the Executive Board. The structure of the Committee is modeled on the Surface Transportation Technical Committee (STTC). Each STTC member selects and maintains one representative on the Committee. Private-sector representatives and bicycle and pedestrian enthusiasts also attend. The Committee holds quarterly meetings on the third Wednesday during the months of February, May, August, and November in the North Central Texas Council of Governments' Transportation Council Room, located on the first floor of 616 Six Flags Drive (Centerpoint Two Building) in Arlington, Texas.

#### Regional Freight Advisory Committee

The Regional Freight Advisory Committee provides technical expertise, review of and input on Freight North Texas products, recommendations for freight project funding, review of freight-related publications, and review of and contributions to freight forecasting efforts to the Regional Transportation Council Subcommittee on Multimodal/Intermodal/High Speed Rail/Freight, and the Regional Transportation Council. Freight North Texas is the regional freight system inventory for the NCTCOG region. The Committee meets bi-monthly in the North Central Texas Council of Governments' Tom Vandergriff Conference Center located on the first floor of 616 Six Flags Drive (Centerpoint Two Building) in Arlington, Texas.

#### **D. Private-Sector Involvement**

The private sector is encouraged, to the maximum extent feasible, to participate in NCTCOG's metropolitan transportation and air quality planning process. Private/public sector partnerships are playing an increasingly important role in the development and implementation of strategies to reduce congestion and improve air quality, as well as in the joint funding of transportation improvements. Private-sector representatives participate directly in the planning process by serving as members on various task forces and coalitions facilitating the various planning disciplines. Several of the Regional Transportation Council subcommittees described previously now include members of the private sector. The NCTCOG Transportation Public Participation Plan is directed toward involving the private sector through various mailings of meeting notices and publications. Additionally, as federal air quality requirements become increasingly more difficult to meet, many air quality initiatives are expanding their focus beyond traditional local government involvement to include the private sector in a variety of ways as part of the planning process and project implementation.

In support of the region's Sustainable Development initiatives, since 2011 the Regional Transportation Council has allocated RTC Local, Regional Toll Revenue, Congestion Mitigation and Air Quality Improvement Program, and Surface Transportation Program-Metropolitan Mobility funds for transportation improvements. A principal requirement for the eligibility of funding in this program is private-sector participation in the funding and implementation of these projects. This very successful funding program forms the foundation for an ongoing dialogue with the private-sector development community regarding opportunities for coordinating transportation and land-use investment decisions to improve mobility and air quality. These discussions are taking place in part through the ongoing process of working with the project developers and local governments toward implementation of these specific projects.

NCTCOG also serves as ex-officio representatives to the Dallas Regional Mobility Coalition and the Tarrant Regional Transportation Coalition, which assist local governments, TxDOT, DART, and FUTA with implementation of transportation improvements in the TxDOT Dallas and Fort Worth Districts.

In addition to these activities, third-party private contractors play a significant role in providing technical support services in completing work contained in the UPWP. The contracting procedures used by NCTCOG establish standards and guidelines for the procurement of services through third-party contracts. TxDOT has approved NCTCOG's procedures for procuring consultants to assist with implementation of the transportation and air quality planning projects included in the UPWP. Copies of NCTCOG's contracting procedures are available upon request. Appendix E contains a current certification of compliance for NCTCOG's contract and procurement procedures.

As part of the development and implementation of the UPWP, NCTCOG staff, in cooperation with local governments, TxDOT, and the transportation providers, identifies those work subtasks in which consultant assistance will be desired. As individual projects move forward, a Request for Proposals (RFP), which includes an overview of the work to be completed, is issued for each of these projects. A list of prospective consultants by area of specialization is maintained by NCTCOG and is used to guide the distribution of RFPs. Firms are encouraged to provide information to NCTCOG in order to be included on the list of prospective consultants. A notice of intent to retain consultant services for each project is also published in the Texas Register, on the NCTCOG Web site, and in local newspapers, two of which are targeted for ethnic minorities. Consultants may obtain a copy of the RFP through the NCTCOG Web site. A review committee

is established for each project to review proposals and provide recommendations to NCTCOG's Executive Board regarding the firm(s) to conduct the work.

In addition to NCTCOG retaining private-sector assistance in the form of consultants on its planning projects, the transportation providers and local governments within the region also retain consultants to assist with their planning efforts. Transportation providers also increasingly seek to form project implementation partnerships through a variety of innovative project development and financing tools authorized by federal and State legislation and regulation. In the course of these efforts, NCTCOG's assistance is often requested. Staff participates in meetings, provides data, and performs specialized planning work to support the efforts of the transportation providers and local governments, as well as potential private transportation project developers in order to ensure that potential projects are consistent with adopted regional policies, plans, and programs.

#### **E. Planning Issues and Emphasis**

The Metropolitan Planning Organization has the continued responsibility of preparing and maintaining the various federal planning requirements including: the Metropolitan Transportation Plan, Congestion Management Process, Transportation Improvement Program, and the Unified Planning Work Program. Each of these areas, together with travel forecasting, information systems, and air quality planning, represent core planning functions of the MPO. The FY2016 and FY2017 UPWP addresses a number of interrelated multimodal transportation issues aimed at facilitating the implementation of transportation projects and programs to reduce congestion and improve mobility and air quality and are highlighted below.

## The Metropolitan Transportation Plan

Mobility 2035: The Metropolitan Transportation Plan for North Central Texas – 2013 Update was approved by the Regional Transportation Council in June 2013 and amended in November 2014. The focus for FY2016 and FY2017 will be the development of a new Plan, Mobility 2040, while continuing to coordinate Plan activities and work with federal, State, and local transportation providers to implement the recommendations contained within Mobility 2035. As the region, State, and country continue the struggle to adequately fund needed transportation improvements, innovative ways to finance projects will be a focus as will the identification of ways to make strategic improvements to the existing transportation system to allow them to function more effectively and to provide targeted capacity improvements where necessary.

### Transportation Funding Initiatives, Partnership Programs, and Innovative Financing Strategies

Lack of available funding to meet critical transportation needs in the region remains a significant issue. Efforts to identify opportunities for increased revenue for the implementation of transportation improvements that result in enhanced mobility in the region will be conducted. A key initiative will be focused on working with the region's transportation providers to move forward with implementation of transportation financing tools authorized by the Texas Legislature. Advancing the Regional Transportation Council's partnership programs with transportation providers and local governments will be pursued, including various Calls for Projects in conjunction with funding available from MAP-21 and available revenue from the innovative financing tools authorized by the Legislature.

### Transportation System Operation

Commuter traffic has become the number one concern of area travelers. Increasing traffic congestion and the resulting vehicle emissions are major problems in the region. Faced with

growing travel demand and limited resources, it is important that operational management and travel demand reduction strategies are utilized. Although major capital investments are needed to meet the growing travel demand, operational management and travel demand reduction strategies complement major capital recommendations. The results are a more efficient and effective transportation system, increased mobility and leveraging of resources. Efforts will focus on implementation and monitoring of operational management and travel demand reduction strategies to maximize the capacity of the existing transportation system.

### Regional Travel Survey

Travel-related data and models are building blocks in NCTCOG's metropolitan planning process. The data and models provide analytical capability to objectively analyze different project plans and create consistent and meaningful information about future plans. The information provides insights for the planning process which leads to creating consensus and a sense of future among decision makers. During Fiscal Years 2016 and 2017, the emphasis on data collection and improvements to the travel model will continue. The data collection projects include household survey; airport passenger survey; transit survey; toll road users' survey; and the collection of transit performance data, traffic counts, and speed data. The model improvements include development of new models components while maintaining the existing travel model, improvements in model performance, and enhancement of the regional travel model software. Demographic model improvements and data improvements are also scheduled during FY2016 and FY2017.

### Expedited Project Delivery

As regional roadway and freight/passenger rail projects continue to increase in complexity, scope, and impacts, the MPO has expanded its involvement beyond its current planning and programming functions to help improve project delivery in the region. An emphasis in FY2016

and FY2017 will be to continue the technical assistance for local, regional, State, and federal partners to expedite the environmental clearance and implementation of major transportation projects, particularly those which deal with multiple transportation modes concurrently.

#### Coordination of Transportation and Environmental Planning Processes

Environmental stewardship in transportation is a key emphasis of MAP-21 and is reflected through NCTCOG's efforts to improve coordination between the long-range transportation planning and conservation planning processes. These efforts are intended to achieve benefits by incorporating environmental and community values into transportation decisions early in the transportation planning process and identify strategies to carry these considerations through project development, design, construction, and operations. NCTCOG's enhanced review and consultation on potential environmental impacts earlier in the transportation planning process supports a decision-making process that minimizes duplication of effort, promotes environmental stewardship, and reduces delays in project implementation. Consulting with resource agencies and stakeholders to identify key environmental issues (related to both the natural and built environs) and the identification of potential environmental enhancement and/or mitigation strategies for transportation impacts is the emphasis for NCTCOG in the FY2016 and FY2017 timeframe and is carried out through several programs.

#### Bicycle and Pedestrian Planning

The Bicycle and Pedestrian Program provides technical assistance for the development of bicycle and pedestrian plans and facilities to local governments throughout the Dallas-Fort Worth Metropolitan Area. The program will provide safety and education outreach materials to the public and interested parties and assist with data and mapping. The Regional Veloweb and other maps included in the Metropolitan Transportation Plan will be maintained and updated. In addition, a comprehensive, regionwide approach for planning and implementing additional bicycle and



pedestrian facilities across the region will be used to guide local governments in future planning efforts.

#### Capital Asset Management System

Transportation facilities throughout the region will experience increasing deterioration over time due to usage, age, damage from accidents, and changes in various environmental conditions. With limited dollars available for system expansion and reconstruction, limitation on available right-of-way, and growing concerns regarding the environmental mitigation of major transportation improvements, this emphasis area of Capital Asset Management will focus on identifying strategies to extend the operational life of transportation facilities by promoting the use of strategic maintenance, repair, and expansion in transportation corridors. While it is anticipated that substantial costs savings can be achieved or costs deferred, the complexity of this approach will require a high degree of cooperation among the region's transportation partners. Initial efforts will focus on establishing a regional framework for addressing strategic transportation investments through this Capital Asset Management approach.

#### Regional Freight Planning

The Dallas-Fort Worth Metropolitan Area is the largest metropolitan area of the United States without direct access to a seaport. As a result, a much greater burden is placed on the rail, trucking, and aviation modes for the shipment of commodities to, from, and through the area. NCTCOG has previously developed Freight North Texas, a document that outlines the current state of freight activities and provides a starting point for a comprehensive freight planning exercise. This emphasis area will build on previous work to address the impact of truck traffic, rail freight, and other freight movement issues in and throughout the region.

### Safety and Security in the Transportation Planning Process

Safety and security of the transportation system is a national priority and is an emphasis of MAP-21. Data collection, analysis, training, education, and enforcement are key aspects of improving transportation system safety and security. The FY2016 and FY2017 UPWP includes activities intended to reduce injuries and fatalities, improve overall system security and reduce incident clearance times on freeways and toll ways.

### Management and Operations

Since the Regional Transportation Council funding of Management and Operations initiatives in 1999, the Metropolitan Planning Organization's role in Management and Operations has continued to expand. These projects, oriented towards addressing the need for reducing traffic congestion and improving air quality, focus on making better use of existing resources to address regional transportation needs. A continued emphasis of NCTCOG staff in FY2016 and FY2017 will be on the implementation of the Management and Operations initiatives.

### Funding and Technical Assistance Policies

As part of the FY2016 and FY2017 UPWP approval process, the Regional Transportation Council and the NCTCOG Executive Board reaffirmed the policies shown in Exhibit I-8 to guide the allocation of transportation planning funds.

## **EXHIBIT I-8**

### **UNIFIED PLANNING WORK PROGRAM POLICIES**

- The emphasis of the Unified Planning Work Program is on planning activities. Projects that require preliminary engineering or design services are not eligible for UPWP Transportation Planning Funds. Such projects should be funded through the Transportation Improvement Program process.
- Twenty-five percent of Federal Transit Administration Section 5303 Planning Funds will be reserved for transit planning and management studies with the funds distributed to the Eastern and Western Sub-regions based on the formula used for the annual sub-allocation of Transit Formula (5307) Program funds.
- The Texas Department of Transportation (TxDOT) will assist NCTCOG in funding activities related to the preparation of travel forecasts to support TxDOT freeway and high occupancy vehicle lane studies, including work requested under House Bill 3588 regarding Comprehensive Development Agreements.
- The North Texas Tollway Authority will assist NCTCOG in funding activities related to the preparation of travel forecasts to support NTTA feasibility studies.
- The transportation authorities will assist NCTCOG in funding activities related to the preparation of travel forecasts to support rail and high occupancy vehicle lane studies.
- Assistance in Transportation Subarea Studies, Comprehensive/Thoroughfare Planning, Local Technical Assistance, and TransCAD Support will represent approximately 20 percent of the Unified Planning Work Program. Priority will be given to these subtasks identified in the UPWP.
- NCTCOG assistance to local governments in Thoroughfare Planning will be limited to providing travel forecasts to determine facility sizing and lane warrants, in Comprehensive Planning to providing travel forecasts and technical support, in Bicycle/Pedestrian Planning to providing technical guidance on plan and facility development, and in Travel Model Support (TransCAD) to providing model input data and application support. Local governments will be responsible for consultant assistance funding.
- For projects not specified in the UPWP, the requesting entity may be asked to assist in project funding. Scheduling of the planning study is contingent on NCTCOG staff availability. Reprioritization of tasks for that entity using existing commitments in the UPWP is feasible. Work will not be done at the expense of other commitments in the UPWP.
- Entities with consultants requesting work from NCTCOG must follow the same policy as above. Consultants working for an entity need the approval of that entity prior to NCTCOG providing assistance. Consultants shall not commit NCTCOG services without NCTCOG's prior approval.
- Requests by nongovernmental entities will be conducted at full cost upon approval from the impacted local government and permitting staff availability.
- In the event that a requested planning study is similar to a previous study conducted by NCTCOG, the participating entity may be asked to provide financial support for the project.
- Surface Transportation Program—Metropolitan Mobility, Congestion Mitigation and Air Quality Improvement Program, Regional Toll Revenue, and RTC Local funds may be used by NCTCOG to augment Unified Planning Work Program funds.

### MPO Staff Organization

In order to conduct this comprehensive, multimodal transportation and air quality planning process, the NCTCOG Transportation Department, serving as the staff of the MPO, is organized into 10 functional program areas as illustrated in Exhibit I-9. Each of these program areas is assigned staff in areas of expertise, skill, and specialization that best facilitates the needs of each program area. Program Managers oversee the activities in each of these areas and serve as the principal point of contact with the public, local governments, and transportation agencies. From time to time, staff work activities require out-of-state travel. Approval from the Texas Department of Transportation will be sought in advance.

### **EXHIBIT I-9**

#### **NCTCOG TRANSPORTATION PROGRAM AREAS**

- (1) Community Outreach
- (2) Transportation Project Programming
- (3) Congestion Management and Innovative Project Delivery
- (4) Transportation Planning
- (5) Air Quality Planning and Operations
- (6) Model Development and Data Management
- (7) Fiscal Management
- (8) Program Administration
- (9) Environmental Streamlining
- (10) Legal Services

## II. Task 1 – Administration and Management

### A. Objective

Coordination, communication, and management tasks essential to maintaining the planning process are included in Administration and Management. The preparation and circulation of information relevant to regional transportation policy are major components of this task. Current legislation, Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21), places emphasis on public involvement in the metropolitan transportation planning process, including the Metropolitan Transportation Plan and Transportation Improvement Program development, which is addressed in this Work Program area. Appendix G contains the Public Participation Plan, which includes a summary of ongoing public outreach activities, many of which are funded through this task, as are the outreach efforts to ensure compliance with Title VI of the 1964 Civil Rights Act.

Publication of Regional Mobility Initiatives, an educational report series

begun in Fiscal Year (FY) 1996 aimed at informing the public about the ongoing transportation planning activities and air quality programs of the Metropolitan Planning Organization (MPO), is anticipated to continue in FY2016 and FY2017, as is the publication of Progress North Texas, the department's annual state-of-the-region report. Various other public



information documents are also published under this Work Program task. Activities also include development and maintenance of Web resources for efficient dissemination of electronic information.

Development and maintenance of the Unified Planning Work Program (UPWP) and annual reports documenting Metropolitan Planning Organization work performance and project expenditures, as well as support to the Regional Transportation Council (RTC), the North Central

Texas Council of Governments' (NCTCOG's) Executive Board, and associated technical committees are also components of this task.

Overall direction of planning activities is included in this task, together with necessary grant administration functions, including personnel management and training, purchasing, contract development, and auditing. Also included is management of computer resources and computer hardware requests necessary for transportation planning at the local level, as well as coordination activities related to the use of Geographic Information System technologies to support planning efforts. Management of the University Partnership Program, which draws upon the State's academic institutions to assist MPO staff in addressing transportation and air quality planning initiatives in North Central Texas, is also included in this Work Program task.

Although not a requirement in the Unified Planning Work Program, management and operations projects that are being managed or carried out by MPO staff are included in the document in addition to planning activities. These projects are included in order to provide a more complete inventory of staff activities. These implementation projects or programs are aimed at reducing congestion and improving air quality in the Dallas-Fort Worth Metropolitan Area. Included in Task 1 are staff activities to coordinate, administer, and oversee these transportation and air quality initiatives.

Transportation Department program areas (1) Community Outreach, (7) Fiscal Management, (10) Legal Services, (9) Environmental Streamlining, and (8) Program Administration support Work Program Task 1.

## **B. Expected Products**

Products from this task are those items needed to conduct the day-to-day operations of the North Central Texas Council of Governments' Transportation Department in facilitating a continuous, cooperative, and comprehensive regional transportation planning process for the Dallas-Fort Worth Metropolitan Area. Committee meetings, correspondence, progress reports, financial summaries, agreements, publications, and the various documentation needed to support this process are included in this task. Specific products are included in the subtask descriptions.

## **C. Previous Work**

Routine Work Efforts – The routine work efforts that sustain the daily operations of the NCTCOG Transportation Department in support of the planning process for the Dallas-Fort Worth Metropolitan Area continued through FY2014 and FY2015. These ongoing programs, which will be carried forward into FY2016 and FY2017, encompass committee support, grant management, computer resource management, public outreach, recruitment, staff and local government training, office management and administrative support. Monthly policy and technical committee meetings were held, for which notices, agendas, minutes and supporting material were all produced and distributed. Improved Web resources enhanced communication and outreach, complementing public meetings, online input opportunities, community events and media contacts. Policy and technical committee members and transportation partners were kept abreast of pertinent legislative activity at the State and federal levels. Over 100 computer hardware updates were completed, and software products under the NCTCOG Microsoft Enterprise Agreement Licensing Program and Adobe products were upgraded. Notable products of Task 1 activities completed within the last two-year Work Program include the publication of a revised Public Participation Plan, development of new fiscal management system tools such as “real time” reports and dashboards, a Draft Plan of Action for enhancing procedural focus areas in grant

management, five successful amendments to the FY2014 and FY2015 UPWP, and development of the new FY2016 and FY2017 Unified Planning Work Program.

Selected areas of work previously reported in other Tasks for FY2014 and FY2015 have been moved to Task 1 for FY2016 and FY2017. Subgrantee monitoring took place ensuring compliance with agreements, and a database was designed to facilitate the process.

## **D. Subtasks**

The following subtasks address Administration and Management:

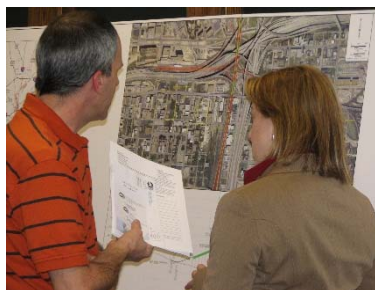
### **1.01 Community Outreach**

This annual Work Program subtask will be conducted in FY2016 and FY2017, and includes staff activities in support of NCTCOG's Transportation public involvement, outreach, and education program; monitoring of the regional transportation system performance and reliability; legislative outreach; and Internet/Intranet outreach and support improvements.

#### Public Involvement, Publications, and Legislative Support

##### *Transportation Planning Funds*

Staff will appear regularly at community events to discuss transportation and air quality matters. Efforts to ensure full and fair participation in the transportation decision-making process consistent with Title VI and Environmental Justice principles are implemented through a public participation plan. Anticipated products include:



- Regular opportunities, including public meetings and online opportunities, among others, for North Texans to learn about and provide input on transportation and air quality plans, programs and policies;
- Summaries of public input provided to the Regional Transportation Council (RTC);
- Appearances at neighborhood meetings, professional association meetings, and other events;
- Dynamic outreach and communications plan to continually enhance public involvement;
- Press releases and other media relations materials;
- Department publications including Local Motion and Mobility Matters newsletters, Progress North Texas state-of-the-region report, Regional Mobility Initiatives, and other reports and brochures;
- Contributions to agency newsletters;



- Enhanced multimedia and social media presence;
- Summaries of activity in the Legislature and Congress relating to Metropolitan Planning Organization functions;
- Legislative testimony;
- RTC state and federal legislative programs; and
- Regular updates to policy and technical committee members on legislative initiatives related to RTC priorities.

#### *Other Funding Sources*

NCTCOG local funds will be utilized to support activities that are not eligible for federal reimbursement. Such items may include:

- Meal expenses;
- Travel expenses; and
- Special meeting with federal or state elected officials.

#### Internet/Intranet Outreach and Support

##### *Transportation Planning Funds*

This element is ongoing throughout both FY2016 and FY2017, providing technical support for regional committees, public information and participation efforts and the transportation planning process. This includes the ongoing creation, maintenance and modernization of Web resources presented externally and internally on the Internet/Intranet sites. Anticipated products include:



- Web site edits, updates and maintenance;
- Web site content development, including articles, public information resources and program area updates;
- Review of Web design/interface for enhanced usability;
- Web application development and support;
- Web sites and applications available on the most common browsers and an improving mobile experience;
- Performance reports of Web page usage, including analytic assistance;
- Assessment and improvement of visual architecture, accessibility, and usability;
- Web pages and applications audited and reviewed for internal standards/branding and security (QA/QC);
- Standards for search engine optimization;
- Software upgrades; and

- Internal training opportunities.

## 1.02 Program Administration

### *Transportation Planning Funds*

This subtask is ongoing throughout both FY2016 and FY2017, providing administrative and legal support to the transportation planning process. It includes preparation and revision of the Unified Planning Work Program; financial management activities; support to policy and technical committees; processing of professional development opportunities; personnel activities, including costs associated with recruitment of new staff members (e.g, advertising, travel and relocation expenses); and general office management. Oversight of the University Partnership Program (UPP) and NCTCOG's participation in the Transportation Research Board's (TRB) Minority Student Fellowship Program is also contained within this subtask. The UPP is a partnership between NCTCOG and select universities in Texas that utilizes faculty and students to help carry out specific transportation and air quality planning projects identified in the UPWP or to facilitate NCTCOG's participation in specific university projects that may have an application benefit to NCTCOG. In addition, this subtask also includes NCTCOG staff support for activities of the Association of Metropolitan Planning Organizations (AMPO) and Texas Metropolitan Planning Organizations (TEMPO). Anticipated products include:



- FY2016 and FY2017 Unified Planning Work Program modifications, as necessary;
- Annual performance and expenditure reports for FY2015 and FY2016;
- FY2018 and FY2019 Unified Planning Work Program;
- Assistance to the Texas Transportation Commission, as requested;
- Participation on and support for special task forces;
- Enhancement and maintenance of fiscal management information systems;
- FY2017 and FY2018 operating budgets;
- Executed contracts and/or agreements and amendments;
- Eligible and accurate billings within identified budgets;
- Leasehold improvements for staff office space or the Transportation Council Room, if necessary;
- Personnel and recruitment activities;
- Appropriate office accommodations, including provision of consumable supplies and furniture;
- Monthly meetings of the Regional Transportation Council and Surface Transportation Technical Committee, as well as periodic meetings of the RTC subcommittees and workshops;
- Appropriate audio/visual support for meetings, webcasts, teleconferences, and video conferences;
- Hosting and provision of training opportunities for local government, transportation providers, and planning agency staff;

- Project topics for participation in the UPP and TRB Minority Student Fellowship Programs;
- NCTCOG representation at AMPO and TEMPO meetings.

#### *Other Funding Sources*

Surface Transportation Program—Metropolitan Mobility, Regional Transportation Council Local, NCTCOG local, and other local funds, and Transportation Development Credits will be utilized to support activities in Program Administration that are not eligible for federal reimbursement. Among these activities is staff legal assistance relative to coordination activities for Regional Transportation Council policies and projects. Anticipated products include:

- Assistance to the Texas Transportation Commission, as requested;
- Participation on and support for special task forces;
- Executed contracts and/or agreements and amendments;
- Research on various issues;
- Presentations;
- Advancement of projects toward implementation;
- Small stipend and travel expenses for a minority student and supporting professor to attend annual TRB meeting to represent work conducted on behalf of NCTCOG under the TRB Minority Student Fellowship Program partnership;
- Meal expenses;
- Individual staff memberships in professional organizations;
- Registration costs for training opportunities;
- Service awards;
- Travel expenses for foreign applicants;
- Legal and application filing fees for foreign employees; and
- Audio/video expenses (i.e., equipment and maintenance) in the Transportation Council Room.

### **1.03 Advanced Fiscal Management and Information Systems**

The North Central Texas Council of Governments staff continues to support diverse programs, providing opportunity to facilitate projects with unique and innovative funding methodologies which include participation from multiple funding partners. This work program element includes efforts to organize, adjust, and enhance procedures and tools to incorporate these unique and dynamic programs into standard business practices of NCTCOG.

## Grant Management Streamlining

### *Other Funding Sources*

This subtask is a multi-year effort ongoing throughout both FY2016 and FY2017 for the development of enhanced policies and procedures supporting the fiscal management and administration of transportation projects. It includes development of procedures, tools, and other resources to streamline and integrate management activities for effective planning and implementation, including departmental policies and procedures for grant management, pre-award activities and development of new projects, and program oversight coordination. Surface Transportation Program-Metropolitan Mobility funds, Regional Transportation Council Local funds, and other local funds, as well as Transportation Development Credits support the activities conducted under this subtask. Anticipated products include:

- Enhanced fiscal information systems for compilation and maintenance of project data;
- Reports and other tools to monitor and track project status and scheduled administrative actions, and;
- Standardized format for documentation of processes and workflow.

## Comprehensive Fund Management

### *Other Funding Sources*

This subtask is ongoing throughout both FY2016 and FY2017, providing support for the coordination and management of funding received for planning and implementation projects. Comprehensive Fund Management includes organization, tracking, reconciliation and analysis of funding, especially focused on local funds and other non-federal contributions. This subtask includes coordination with regional partners for receipt and payment of funding to support projects through innovative funding strategies and local match contributions. Regional Transportation Council (RTC) Local funds, NCTCOG local funds, and other local funds will support the activities conducted under this subtask. Anticipated products include:

- Agreements for innovative financing opportunities;
- Enhanced fiscal information systems for compilation of reports and tools to support management decisions; and
- Fund status updates.

## **1.04 Computer System Administration and Application Coordination**

The overall goal of this subtask is to provide NCTCOG staff with the tools and technical support needed to complete work tasks in an efficient and timely manner.

### Computer Resource Management and Equipment Purchases

#### *Transportation Planning Funds*

This subtask is ongoing throughout FY2016 and FY2017. It includes various computer and computer-related system maintenance functions, as well as software and hardware purchases. As NCTCOG continues with the production of travel forecasts using the enhanced TransCAD model in a desktop computer/file and network server environment internal to the agency and the

data acquisition and storage of Intelligent Transportation System (ITS) data by wire, additional computer hardware will be required. This will consist of desktop microcomputers, application groups of new TransCAD computers, expansion of the amount of high-speed on-line data storage, network interconnection support, and additional software. Consultant assistance may be pursued to assist with this task. The list of equipment and software purchases for which Transportation Planning Funds will be utilized is provided as Exhibit II-1. Anticipated products include:

- Replacement of computers that are out of warranty;
- Extension of computer warranties to five years for computers not out of warranty; and
- Software ordered.

**EXHIBIT II-1**

**PLANNED COMPUTER SOFTWARE AND EQUIPMENT PURCHASES USING  
TRANSPORTATION PLANNING FUNDS**

<b>QUANTITY</b>	<b>DESCRIPTION</b>	<b>ESTIMATED PRICE</b>
30	Microcomputer systems (desktops, portable, tablet)	\$ 75,000
5	Laser printers for network group usage	\$ 20,000
4	High-end modeling computers	\$ 60,000
2	Expansions of network high-speed data storage	\$ 100,000
10	Voice-over-Internet-Protocol (VoIP) phone devices, including accessories such as microphones for conference phones or hands-free devices.	\$ 5,000
---	Other computer hardware items, replacements, accessories, and upgrades (for example, text and image scanners, hard drives, additional RAM, monitors/televisions, video cards, digital data tapes, network cards, network cabling, warranty	\$37,500
---	Licenses to traffic simulation and assignment software packages (two "TransModeler" and one "DTA" dynamic)	\$ 20,000
---	Two years of software support by Caliper and specific renewal for 50 TransCAD licenses	\$150,000
---	Microsoft Structured Query Language (MS-SQL) Database software, interface and connections between the regional ITS fiber optic wide-area network and local area network (LAN) interconnections for use with the regional Intelligent Transportation System (ITS) projects to supplement the present ITS server	\$ 30,000
---	Software purchases/upgrades (for example, the current or higher versions of: SPSS and Adobe licenses), software/services, cable service, application subscriptions, advanced mapping/presentation software, and software support renewals - Other	\$ 60,000

*Other Funding Sources*

Additional digital equipment, software and services funded by other sources are provided in Exhibit II-2, below. The funding is programmed in the appropriate subtask for the work.

**EXHIBIT II-2**

**PLANNED COMPUTER SOFTWARE AND EQUIPMENT PURCHASES USING OTHER FUNDING SOURCES**

<b>QUANTITY</b>	<b>DESCRIPTION</b>	<b>ESTIMATED PRICE</b>
---	Automated bicycle and pedestrian count equipment (Subtask 5.03)	\$16,400
---	Web hosting and maintenance for Clean Cities Coalition (Subtask 3.04)	\$25,000
---	Tablets and audio/video equipment for outreach and education (Subtask 3.04)	\$11,500

Geographic Information Systems Coordination

*Transportation Planning Funds*

This element is ongoing throughout both FY2016 and FY2017 and seeks to manage, coordinate and effectively utilize Geographic Information System (GIS) technologies to support transportation planning. This may include development, research, training, technical support and software and data maintenance. Anticipated products include:



- GIS dataset and resource management and organization;
- GIS training;
- Map design and creation; and
- GIS analysis services.

## 1.05 Quality Control and Field Operations

### *Other Funding Sources*

As various transportation-related projects are implemented throughout the region, staff will monitor grant-funded activities to ensure compliance by conducting quality control activities and on-site inspections, as needed. The goal of this subtask is to verify information provided by a performing party to ensure grant-funded activities are carried out in accordance with the performing party agreement. Field inspections of sub-grantees will be conducted by staff to verify compliance with various grant requirements, which may include, but are not limited to, documenting retired vehicles/equipment, inspecting replacement vehicle/equipment purchases, verifying construction completion, recording digital images for documentation purposes, and reviewing sub-grantee records. If deficiencies are discovered through this process, staff will work with the sub-grantee(s) in order to bring them into compliance or recommend further enforcement if unable to resolve. This subtask is ongoing throughout FY2016 and FY2017 and will be supported through Congestion Mitigation and Air Quality Improvement Program funds and Transportation Development Credits. Anticipated products include:



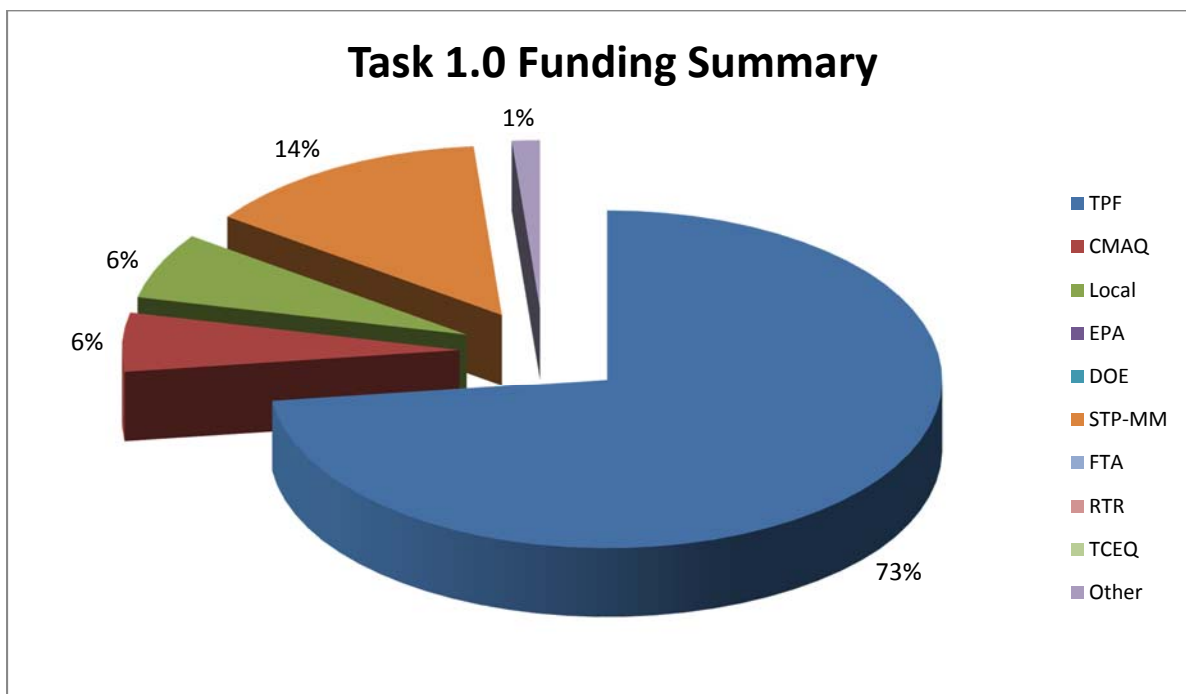
- Reports on grant-funded activities;
- Pictures of field inspections;
- Summaries on overall sub-grantee compliance; and
- Letters to sub-grantees regarding compliance status.



## E. Funding Summary

Subtask	TPF <sup>1</sup>	Additional Funding		Total
		Amount	Source	
1.01	\$1,897,000	\$4,000	NCTCOG Local	
<b>Subtotal</b>				<b>\$1,901,000</b>
1.02	\$4,149,000	\$106,000	NCTCOG Local	
		\$90,000	Local	
		\$212,500	STP-MM	
<b>Subtotal</b>				<b>\$4,557,500</b>
1.03		\$20,000	NCTCOG Local	
		\$1,125,000	STP-MM	
		\$522,000	Local	
<b>Subtotal</b>				<b>\$1,667,000</b>
1.04	\$1,026,000			
<b>Subtotal</b>				<b>\$1,026,000</b>
1.05		\$543,000	CMAQ	
<b>Subtotal</b>				<b>\$543,000</b>
<b>Total</b>	<b>\$7,072,000</b>	<b>\$2,622,500</b>		<b>\$9,694,500</b>

<sup>1</sup> Transportation Planning Funds (TPF) includes both FHWA PL-112 and FTA 5303 funds. TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor person-hours, they are not reflected in the funding tables.



### *III. Task 2 – Transportation Data Development and Maintenance*

#### **A. Objective**

The objective of this task is to produce analytical tools to support transportation planning, air quality conformity, congestion management, and transportation project studies, and to provide technical assistance to local governments for demographic and travel forecasting. The activities in this task also intend to make the analytical tools available to wider groups of potential users such as the general public and other local entities.

Analytical tools include forecasting models and the compilation of data from different sources. These data sources are associated to a wide variety of aspects that include transportation demand, infrastructure, land use, population, and employment, among others. The tasks performed include development of simulation tools used in forecasting and the dissemination of results and data. The results from forecast models are used in the decision-making process associated to current and future investments. These models are built based on the data sources and are sensitive to the planning policies under consideration.

The data sources cover a wide range of system and user data. The system data has two components: 1) data collected about usage of the transportation system such as traffic counts, delay, congestion, location of signals, transit boarding, high-occupancy vehicles (HOVs), travel time, and truck volumes and 2) geographically referenced information such as physical and political boundaries, roadway network, census data, and aerial photography. The user data encompasses items that are associated with the demand for the existing transportation system which are often obtained through interviews and surveys. These surveys intend to capture the following aspects: travel pattern of the residents, mode of travel in the region, time of travel, travel

demand for businesses, and truck demand by establishment type. The data inventory for both of these components is a major part of this task.

There are two major sets of forecasting models as part of this task. The first set corresponds to transportation models that encompass the majority of the modeling activities which are mainly associated to long-range planning, but that can also be useful in some short-range planning practices, detailed analysis and operational studies.

The second set of models is those related to the demographic forecasting process. The main output of these models is the geographically referenced demographic forecast that is used in long-range planning and air quality conformity. These models can also provide intermediate and short-range demographic data for staging the long-range plan and for the determination of air quality emission budgets.

Other activities in this task also cover the maintenance, training, dissemination of data and model products for application by specific analyses that include programming, Web site creation, and database implementation; the required management and maintenance of these products is also considered.

Transportation Department program areas (6) Model Development and Data Management and (4) Transportation Planning support this Work Program task.

## **B. Expected Products**

The products of this task include a set of computer application programs, training material, databases, reports, and Web sites that enable the NCTCOG staff, member agencies, local governments, consultants and the general public to review transportation studies. To provide meaningful information for the public, the Web sites are designed to be intuitive and simple to

use, allowing access to large and detailed datasets. Specific products from each subtask are provided in the following descriptions.

### **C. Previous Work**

Routine Work Efforts – The collection and preparation of data, development of analysis tools, tool and program training, and database maintenance are ongoing activities in Task 2. These efforts will continue in FY2016 and FY2017. The regional travel demand model served as a resource for numerous activities conducted by staff and by partner agencies including The Metropolitan Transportation Plan (MTP), the Transportation Improvement Program, and transit agency planning, among others. The model was maintained operationally, and technical support was provided for users. Validation for 2010 roadway data was completed, and maintenance and technical support of databases for performance measures, traffic counts and speed data continued. The NCTCOG Web site was used to deliver this data to local partners and the public. Geographic Information System based roadway and transit networks were developed and maintained for forecasting purposes in air quality analysis, the MTP, and corridor studies. Federal approval was obtained of the smoothed Dallas-Fort Worth Urbanized Area Boundary. Notable elements and surveys for Travel Forecasting Support are listed in the table below. In addition to travel-related data and modeling, population and employment data was collected, along with an inventory of existing and future land-use plans, and were used for the 2040 demographic forecast.

For fiscal years 2014 and 2015, Internet/Intranet Tool Development and Geographic Information Systems Coordination were a part of Task 2. For FY2016 and FY2017, these two elements have been moved into Task 1, and the results of the routine work efforts for these elements for FY2014 and FY2015 are reported there.

Non-Routine Work Efforts:

The status of significant or one-time work efforts contained in Task 2 is provided in the table below:

PROJECT	ACCOMPLISHMENTS TO DATE	REASON FOR CARRYOVER TO FY2016	ANTICIPATED COMPLETION
Documentation of the Model Needs and Development Process	An assessment of modeling needs has been conducted.	This is a recent initiative funded through an FHWA grant award. The F2014 and FY2015 UPWP was modified to include this project. Work efforts are in the very early stages.	FY2017
Household Travel Survey	Database and reports have been created and are available for use.	This project is a multi-year project, and a new phase will begin in FY2016.	FY2018
Airport Passenger Survey	Phase one of this project was completed, and a database and reports are available for use.	The second phase of this project will continue in FY2016.	FY2017
Transit Travel Survey	All data collection is complete. A database and reports are available for use.	Data analysis is continuing.	FY2016
Data-supported Transportation Operations and Planning Center Partnership (Note: funding source is local funds)	This is a four-year partnership through the University Partnership Program, and work has not yet begun.	Project initiation has been pending the identification of funding, finalization of the work scope, and an update to the administrative procedures for the program; work will begin in FY2016.	FY2019

**D. Subtasks**

The following subtasks address Transportation Data Development and Maintenance:

**2.01 Travel Forecasting Support**

This subtask is included annually to improve NCTCOG's travel forecasting capabilities and to coordinate NCTCOG's travel forecasting activities with other agencies and other UPWP subtasks. Resources will be provided in support of data collection, regional travel model development, the metropolitan transportation plan, transportation improvement program, congestion management process, safety and security program, air quality conformity analysis, roadway and transit alternative analyses, subarea studies, thoroughfare planning, environmental statements, and technical assistance to local public agencies.

Regional Travel Model Improvement and Support

*Transportation Planning Funds*

This element is ongoing throughout FY2016 and FY2017 and provides for the maintenance, improvement, and support of travel models developed at NCTCOG. These models provide analytical tools for various transportation analyses, policy testing, and public outreach. Improvement activities involve developing new tools and techniques to enhance travel model applications in various areas. The regional travel model includes Hill County in addition to the 12

counties that comprise the Metropolitan Planning Area (MPA) due to the fact that the southern split of Interstate Highway 35 is located within the boundary of this county and because of the impact that this facility has on transportation planning within the MPA. Support activities involve maintenance of the software and hardware of the modeling system, documentation, training of internal and member agencies' staffs, and assisting consultants who are providing service to the regional projects. Also, through the University Partnership Program, NCTCOG will participate in a study to evaluate the effect of travel-time savings on driver decisions to use managed lanes.

Additionally, this subtask provides for technical communication and participation at the State and national levels to ensure the travel models are developed in a coordinated manner according to future needs and expectations. Advanced transit studies that include improvements on transit data collection methods and innovative methods of conducting transit surveys are also covered. The results of these studies will increase the quality of the transit forecasting models that are used in the New Starts application process. Consultant services, intergovernmental agreements, and cooperation with universities may be necessary. Anticipated products include:

- Travel model components;
- Software application, training material and documentation; and
- Mentoring and technical services.

#### Alternative Transit Ridership Models

##### *Transportation Planning Funds*

This element encompasses the development or adoption of simplified transit ridership models that can produce quicker results than the regional travel model. The purpose of these models is to provide a faster alternative method for preliminary analysis of transit lines in short-range time horizons. This work will be done in coordination with the Federal Transit Administration (FTA) and other planning and transit agencies. It is anticipated that Dallas Area Rapid Transit (DART), the Fort Worth Transportation Authority (The T), and the Denton County Transportation Authority (DCTA) will use the products of this effort for transit planning and enhancement of modeling tools for transit studies. Anticipated products include:

- Streamlined process for use of FTA-developed STOPS model; and
- A simplified direct model for estimation of ridership.

#### Travel Model Network Development and Maintenance

##### *Transportation Planning Funds*

Included in this element are the development and maintenance of geographic electronic roadway and transit network files used in travel demand modeling. Staff will monitor local and regional transportation improvements in order to develop and maintain a current-year network and various forecasted networks. Activities will be ongoing throughout FY2016 and FY2017. Anticipated products include:

- Current-year transportation network;
- Roadway and transit networks for the Metropolitan Transportation Plan and air quality conformity analysis;

- Roadway and transit networks for specific roadway and transit corridor studies;
- Network Development and Maintenance Program that is administered to continually evaluate network quality control through the review of existing and proposed transportation networks; and
- GIS-based roadway and transit networks for use in roadway corridor, transit corridor, and thoroughfare studies and as a response to technical assistance requests.

### Documentation of the Model Needs and Development Process

#### *Other Funding Sources*

Activities in this element will document the thought process and significant decision-making challenges that are encountered through development of the intermediate-range plan for travel data and models. The goal of this project is to produce presentable material for FHWA to be shared with other planning agencies as an example of good practice. Work efforts are funded through a grant from the Federal Highway Administration and Transportation Development Credits. Anticipated products include three main categories of material:

- Document describing the expectations from the travel demand model in practical applications, defining a framework for long-range activities;
- Several documents and material describing the Calibration and Validation process for each model component; and
- Presentation material for the FHWA Travel Model Improvement Program (TMIP) in various subjects of the model system developments.

### Development of a Regional Dynamic Traffic Assignment (DTA) Model

#### *Other Funding Sources*

Dynamic Traffic Assignment represents a further improvement upon the existing time-of-day static assignment as it seeks to provide a more detailed means to represent the interaction between travel choices, traffic flows, and time and cost measures in a temporally coherent manner. Specifically, dynamic traffic assignment models aim to describe such time-varying network and demand interaction using a behaviorally sound approach. The foundations for a DTA will be set and its implementation will start using available software applications in the industry. This activity will include the collection of detailed operational data, such as traffic counts by time of day. Surface Transportation Program—Metropolitan Mobility funds and Transportation Development Credits will be utilized to support work activities. Anticipated products include:

- A DTA model and software integrated in the regional travel model.

### Regional Traffic and Travel Data Collection

#### *Other Funding Sources*

This element is ongoing throughout FY2016 and FY2017 and includes traffic and travel data collection and surveys. Specific survey initiatives include household, airport, toll road user and external surveys. Data collection initiatives include traffic speed and counts on major roadways.

These efforts will result in the creation of several travel databases that will be used in the development of new travel forecasting tools. Major projects in this area are described below:

- Household Travel Survey – NCTCOG, in collaboration with TxDOT, has joined the FHWA-managed National Household Travel Survey (NHTS) 2015 project, which utilizes consultant assistance. Data collection will begin in the fall 2015 and continue in 2016. The estimated overall household samples in the 12-county MPA is expected to be around 7,500. The final survey results will be available in FY2018. NCTCOG staff will also analyze and summarize previous household surveys. Work efforts will be supported through Surface Transportation Program—Metropolitan Mobility and local funds, as well as Transportation Development Credits. Anticipated products during FY2016 and FY2017 include:
  - Intermediate progress reports; and
  - Various databases.
- Airport Passenger Survey – The NCTCOG airport passenger survey program will continue in FY2016. This program started in FY2014 with a Dallas Love Field survey and continued with two more surveys in FY2015 at Dallas/Fort Worth International Airport (DFWIA) and Dallas Love Field. Love Field was surveyed twice to capture the effect of lifting the Wright Amendment in October 2014. Work efforts will be supported through Surface Transportation Program—Metropolitan Mobility funds and Transportation Development Credits. Consultant assistance will be utilized. Anticipated products include:
  - Intermediate progress reports and a final report; and
  - Various databases.
- Transit Travel Survey – NCTCOG, in participation with DART, The T, and DCTA, conducted a regional transit onboard survey in FY2014 and FY2015. This survey will be heavily used in updating the travel demand model and in the creation of the alternative transit ridership model. Work efforts will be supported through Surface Transportation Program—Metropolitan Mobility funds and Transportation Development Credits. Anticipated products in FY2016 include:
  - Intermediate progress reports; and
  - Various databases which will be available in FY2016.
- External Travel Survey – In cooperation with the Texas Department of Transportation and the Texas Transportation Institute, an external travel survey is planned for FY2016. This survey will include innovative approaches in data collection, such as cellphone location data, Global Positioning System (GPS) data, and the deployment of Bluetooth reader devices in the region. Staff activities in this project will include coordination of the technical process, analysis of data, development of sampling and weighting procedure, and analyzing the data products. Final survey results are expected in FY2018. Work efforts will be supported through Surface Transportation Program—Metropolitan Mobility funds and Transportation Development Credits. Consultant assistance will be utilized. Anticipated products during FY2016 and FY2017 include:
  - Intermediate progress reports; and
  - Various databases.



- Toll Road User Survey – In cooperation with the North Texas Tollway Authority (NTTA), NCTCOG will conduct a survey of toll and non-toll users in several corridors related to the socio-economic characteristics of the travelers and to their trip behavior and their willingness to pay for use of the tolled facilities. This study will also be used in an evaluation of environmental justice related to building the tolled facilities. Final survey results are expected in FY2018. Work efforts will be supported through Surface Transportation Program—Metropolitan Mobility funds and Transportation Development Credits. Consultant assistance will be utilized. Anticipated products during FY2016 and FY2017 include:
  - Intermediate progress reports; and
  - Various databases.
- Speed Data – Since 2013, FHWA has provided speed data, collected by HERE, to Metropolitan Planning Organizations. The coverage of this data encompasses the entire NCTCOG region and is delivered on a monthly basis, for five-minute intervals on most roadways. Staff will continue to develop databases for maintenance and use of this massive data. Work efforts will be supported through Surface Transportation Program—Metropolitan Mobility funds and Transportation Development Credits. Anticipated products include:
  - Database of speed on all roadway segments that are part of the National Highway System within the MPA; and
  - Geographical database of the speed data.
- Traffic Count Data – NCTCOG has been acquiring and archiving traffic count data in the region for more than 10 years. This effort will continue in the next two fiscal years. The source of most of these counts is the TxDOT Saturation Count program managed by TxDOT headquarters in Austin. There are significant count data collection projects in the region, managed by TxDOT districts and local governments that can add value to the NCTCOG archive count database. The efforts in this activity are focused on creating cooperative relationships with the local entities, mostly TxDOT districts and cities that collect counts in a way that can be transferred to NCTCOG. The success in this task can be measured through the sustainable flow of data from various entities to NCTCOG. For the duration of this document, staff will focus on obtaining the data from TxDOT districts in the region, cities and NTTA. Work efforts will be supported through Surface Transportation Program—Metropolitan Mobility funds and Transportation Development Credits. Anticipated products include:
  - Set of data files of the traffic counts, which will be used to create final products for general public and data analysts.

### Transit Fare Box Data Analysis

#### *Other Funding Sources*

DART and The T transit networks are equipped with an electronic fare collection system. This system produces a large amount of data that contains detailed information about the travel patterns of transit users but has not yet been fully analyzed. This element includes the comprehensive analysis of this dataset that will contribute to the improvement of the transit assignment model and assist the transit agencies in better understanding the system through accessing boarding counts. Consultant assistance may be utilized. Federal Transit Administration

funds, Regional Transportation Council Local funds, and other local funds will be used to conduct this planning study scheduled to begin in FY2016. Anticipated products include:

- Various databases;
- Intermediate progress reports; and
- Software programs.

## **2.02 Transportation Data Management**

### *Transportation Planning Funds*

Work in this subtask will continue throughout FY2016 and F2017. Included are NCTCOG's ongoing regional traffic count program, as well as the cleaning, geo-coding, and analysis of other data such as travel times. The traffic count data will be used for travel model calibration/validation, system performance reports, and other transportation planning activities. Regular data analysis efforts include vehicle classification counts, directional traffic counts, geo-referenced travel time runs (speed studies), and vehicle occupancies. Other analyses that will be performed on transportation data are those related to the following items: air quality, traffic accidents, data collected on Intelligent Transportation System devices, travel time contours, travel times on corridors, historical data of transportation-related measures and gasoline consumption, and Census and American Community Survey data. The transportation datasets will be transferred from their original files into spatial SQL Server databases. The contents of the integrated transportation databases will be made available to NCTCOG, local government users, and the general public through computer tools such as Web-based graphic user interfaces. Anticipated products include:

- Database and Web site for transportation performance measures;
- Database and Web site for traffic counts; and
- Database for speed and travel time data.

Activities in this subtask also include development of a comprehensive plan for a traffic count program in the region. Anticipated products include:

- A geographic database of point locations where traffic counts will be collected, with locations defined based on the needs dictated by the studies performed at NCTCOG; and
- Document specifying the type of counts and the financial requirements associated with several possible implementation methods.

### Data-Supported Transportation Operations and Planning (D-STOP) in the Dallas-Fort Worth Area

#### *Other Funding Sources*

Through the University Partnership Program, NCTCOG will participate in D-STOP research activities which focus on harnessing innovative technologies and data sources to develop architectures and systems for data collection and analysis. Some of these can be directly applied today in the operation or long-range planning of transportation systems, and some will support

next-generation methods for operations and planning. These methods will be useful for evaluating proposed solutions with a broad range of metrics (e.g., reflecting multimodal or equity issues), with greater accuracy and precision than before, and for allocating scarce funding in a way that maximizes the potential for equitable economic growth. Regional Transportation Council and other sources of local funds will be utilized. Anticipated products include:

- Reports that provide guidance and methods for using data from untested technologies.

### **2.03 Demographic Data and Forecasts**

Current demographic estimates are developed and monitored by NCTCOG's Research and Information Services (RIS) Department, in cooperation with local governments and other agencies. Future-year forecasts are developed cooperatively by local governments, state agencies, and NCTCOG's RIS and Transportation Departments. Consultant assistance may be requested for this subtask. Some software programs and databases may be purchased.

#### Data Maintenance and Public Information

##### *Transportation Planning Funds*

Ongoing throughout FY2016 and FY2017, this item includes improvements to internal databases; improvements to the public dissemination of information, including public agency access to data through a secured, Web-based interface; refinement of Census 2010 and American Community Survey (ACS) databases, technical support by RIS to assist with other transportation projects. Additionally, monitoring regional growth through the collection of new residential development data, acquisition of employer database from public and private sources, acquiring land-use data, and creating organized databases of these data for transportation and land-use analysis will take place. Anticipated products include:

- Database of past and forecasted growth of population and employment;
- GIS data layers – Census geographies, major developments and features, and road and boundary files;
- Land use – inventory of land based on use such as residential, commercial, and industrial;
- Census data – processed decennial and American Community Survey data;
- Development monitoring – identification and tracking of developments with at least 80,000 square feet, 80 housing units, or 80 employees on site;
- Population estimates – annual, current-year estimates of population and housing for cities and counties;
- Small-area estimates – estimates of population and jobs by industry sector for sub-county areas like Census tracts; and
- Limited technical assistance – responses to a variety of inquiries by phone or email.

#### Monitoring Regional Development Trends

##### *Transportation Planning Funds*

Annual monitoring of demographic activities in the Dallas-Fort Worth region to support NCTCOG's transportation information systems is included in this element. Key to this task will be creating

and maintaining relationships with partner agencies, local governments, and private-sector entities to streamline and automate the development monitoring process. This item also includes evaluation of the type and location of major developments in recent years to determine the impact of different market forces, including the region's rail system, and the development of activity trends. Staff will also review developments classified as special traffic generators for currency and accuracy. Activities will be ongoing throughout FY2016 and FY2017. Anticipated products include:

- Databases of developments in housing, and large employers.

### Regional Demographic/Land-use Model Improvement and Support and Development of Forecasts

#### *Transportation Planning Funds*

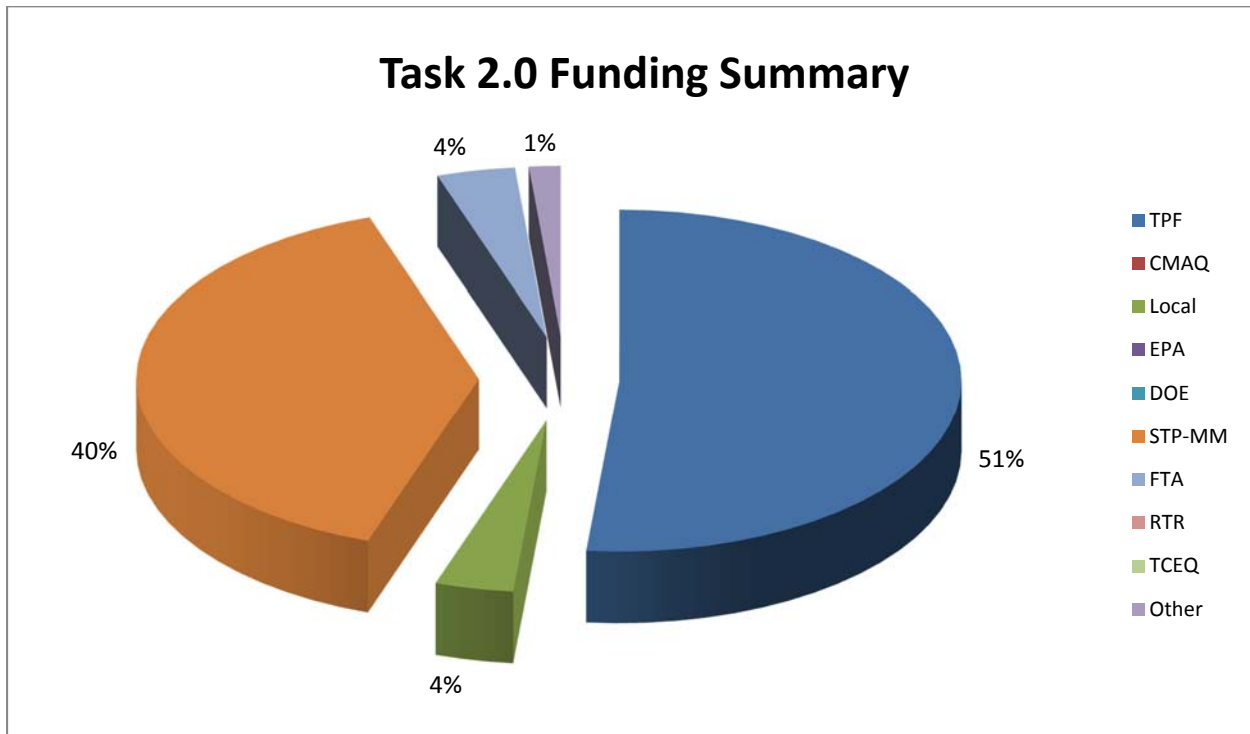
This item includes: 1) improvement and support of the regional demographic/land-use model, 2) generation of project-based demographic datasets, and 3) evaluation of other possible methodologies for the demographic forecasting process. Activities will be ongoing throughout FY2016 and FY2017. Anticipated products include:

- Project-based demographic forecasts.

## E. Funding Summary

Subtask	TPF <sup>1</sup>	Additional Funding		Total
		Amount	Source	
2.01	\$1,994,000			
		\$96,000	FHWA	
		\$239,000	FTA	
		\$2,559,000	STP-MM	
		\$164,000	Local	
<b>Subtotal</b>				<b>\$5,052,000</b>
2.02	\$332,000			
		\$75,000	Local	
<b>Subtotal</b>				<b>\$407,000</b>
2.03	\$1,007,000			
<b>Subtotal</b>				<b>\$1,007,000</b>
<b>Total</b>	<b>\$3,333,000</b>	<b>\$3,133,000</b>		<b>\$6,466,000</b>

<sup>1</sup> Transportation Planning Funds (TPF) includes both FHWA PL-112 and FTA 5303 funds. TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.



## *IV. Task 3 – Short-Range Planning and Programming, and Air Quality and Transit Operations*

### **A. Objective**

The current transportation funding bill, Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21), reaffirmed the role of the Metropolitan Planning Organization (MPO) prescribed in the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA), the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21), and the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU). The MPO continues to serve as a cooperative partner with the Texas Department of Transportation (TxDOT), local governments, North Texas Tollway Authority (NTTA), Collin County Toll Road Authority (CCTRA), and transportation providers to identify, evaluate, select, and prioritize transportation projects to be included in the Transportation Improvement Program (TIP). The Regional Transportation Council (RTC) and the North Central Texas Council of Governments' (NCTCOG) staff will be involved in the monitoring and implementation of the TIP, as well as in funding initiatives directed to projects selected to use Surface Transportation Program—Metropolitan Mobility (STP-MM) and Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds. In addition, the MPO coordinates the selection of projects funded with Metro Corridor and Texas Mobility Funds, along with the proceeds of public-private toll projects (Regional Toll Revenue funds). An anticipated element will be the further refinement and monitoring of projects funded through these programs.

The Clean Air Act Amendments of 1990 and federal surface transportation legislation integrate transportation and air quality planning activities at local, state, and federal levels. Effective July 20, 2012, the Environmental Protection Agency (EPA) designated ten counties in North Central Texas as “moderate” nonattainment for the pollutant ozone, and therefore, requires a favorable transportation conformity determination for implementation of transportation projects and programs utilizing federal funds. Transportation control Measures (TCMs) that are contained in

the State Implementation Plan (SIP) must be evaluated for timeliness through transportation conformity. Monitoring and reporting systems will be employed to ensure air quality objectives are met. Programs addressing the demand for mobility, the transportation supply, and the importance of new technology are included as part of a coordinated and comprehensive planning approach to the region's air quality problem. In addition to Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) support, funding from the Texas Commission on Environmental Quality (TCEQ) is also provided to support the air quality subtasks.

In addition, a significant portion of the FY2016 and FY2017 UPWP is dedicated to providing continued support for planning associated with improving and expanding public transportation in the Dallas-Fort Worth area. These efforts include projects in support of Dallas Area Rapid Transit (DART), the Fort Worth Transportation Authority (The T), and the Denton County Transportation Authority (DCTA), as well as planning initiatives directed toward new transit services in the region.

Although not a requirement in the Unified Planning Work Program document, this Task also includes management and operations projects that are being carried out by MPO staff in addition to the planning activities. These projects are included in order to provide a more complete inventory of staff activities. Several of these implementation initiatives are aimed at helping the region reach attainment of the 8-hour ozone standard and are primarily funded through Surface Transportation Program – Metropolitan Mobility and Congestion Mitigation and Air Quality Improvement Program funds authorized by the Regional Transportation Council. US Department of Energy, Environmental Protection Agency, and TCEQ funds are also used in attainment initiatives. In addition to air quality initiatives, implementation activities funded primarily by the Federal Transit Administration to support enhanced transit service in the region are also included.

Transportation Department program areas (2) Transportation Project Programming, (4) Transportation Planning, and (5) Air Quality Planning and Operations support this Work Program task.

## **B. Expected Products**

Products of Task 3, Short-range Planning and Programming, and Air Quality and Transit Operations are the result of ongoing transportation planning, air quality planning, and transportation improvement programming activities. Many of these are annual activities, such as the preparation of the Transportation Improvement Program, transportation conformity analysis and emission inventories, and support of various air quality improvement initiatives. Detailed products from the subtasks are included in each of the following subtask descriptions.

## **C. Previous Work**

Routine Work Efforts – Activities in support of the Transportation Improvement Program (TIP); air quality planning, operations, and marketing; and transit planning and operations are ongoing and continued throughout FY2014 and FY2015. Along with completing the 2015-2018 TIP, over 600 quarterly modifications to the 2013-2016 TIP/Statewide TIP were executed. Annual project listings and changes in Regional Toll Revenue were reported to the Texas Department of Transportation. Modules of the data management system for monitoring, tracking, and assessing projects were tested and deployed.

NCTCOG staff conducted the 2014 Transportation Conformity analysis for the Mobility 2035 – 2014 Amendment and the 2015-2018 Transportation Improvement Program. Emission inventories were also conducted, and a database of transportation projects and programs included in the State Implementation Plan was maintained. Staff sought and received funding to advance efforts to reduce mobile emissions around the region. More than 4,000 high-emitting



vehicles were repaired or replaced under the AirCheckTexas Drive a Clean Machine Program, and the Heavy-Duty Diesel Inspection and Maintenance Pilot Program moved from Phase 1 completion to initiation of Phase 2. Coordination, education, technical training and outreach were conducted to increase awareness about activities and new technologies available to improve air quality.

Planning and technical assistance was provided to public transportation providers under Task 3, along with implementing strategies to reduce barriers to travel around the region, particularly for low-income workers and individuals with disabilities. In addition to planning activities for transit, operations endeavors enabled the delivery of 36 Americans with Disabilities Act accessible transit vehicles to public transportation providers, support for four Job Access/Reverse Commute projects, regional vehicle-for-hire standards and event oversight, and interim transit service for clients in Collin County.

Non-routine Work Efforts – The status of significant or one-time work efforts contained in Task 3 is provided in the table below:

PROJECT NAME	ACCOMPLISHMENTS TO DATE	REASON FOR CARRYOVER TO FY2016	COMPLETION
FWTA Transit Plan	NCTCOG procured a consultant to assist in developing a transit master plan for the Fort Worth Transportation Authority. The effort is underway and staff will continue to co-manage the effort and provide technical assistance as needed.	Final contract negotiations delayed the start date of the planning effort. The plan is scheduled to be completed in the November 2015 timeframe.	FY2016

## D. Subtasks

The following subtasks address Short-range Planning and Programming, and Air Quality and Transit Operations:

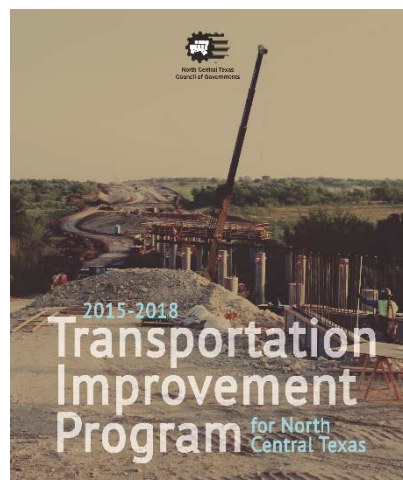
### 3.01 Transportation Project Programming

The Dallas-Fort Worth Metropolitan Planning Organization (MPO) coordinates with the Texas Department of Transportation (TxDOT), transit providers, local governments, and other transportation partners to prioritize and select projects for inclusion in the Transportation Improvement Program (TIP). The Regional Transportation Council (RTC) and North Central Texas Council of Governments (NCTCOG) continue to monitor and implement projects in the TIP.

#### Transportation Improvement Program

##### *Transportation Planning Funds*

The Transportation Improvement Program (TIP) is a staged, multi-year program of projects approved for funding by federal, State, and local sources within the Dallas-Fort Worth area. Before transportation projects are selected and listed in the TIP, they are evaluated to ensure consistency with the current Metropolitan Transportation Plan and Air Quality Conformity Determination. These steps ensure that projects improve regional safety and mobility without detrimentally impacting air quality within the Dallas-Fort Worth area. In addition, the TIP has been analyzed to ensure that project listings are fiscally constrained to available resources, meaning that projects can only be included if federal, State, local or other funds are available to cover project costs. Every two years a new TIP document is developed to which updates are made on a quarterly basis.



As funds are made available, the Regional Transportation Council issues funding initiatives or calls for projects to local governments and transportation agencies. It is anticipated that new projects will be selected in the FY2016 and FY2017 timeframe using State funding. As new funding sources or additional funding allocations arise, staff will implement appropriate project selection processes.

MPO staff will also provide general assistance to implementing agencies, elected officials, and the public regarding funded transportation projects, including the development and implementation of transportation solutions. In addition, MPO staff will track and monitor projects to ensure timely completion. This subtask is supported with Transportation Planning Funds. Anticipated products in FY2016 and FY2017 include:

- Draft TIP modifications for public review and comment;
- A financially constrained 2017-2020 TIP document in FY2016;
- Quarterly TIP modifications in alignment with the Statewide Transportation Improvement Program (STIP) revision cycles;
- Calls for projects and funding initiatives as funding becomes available; and

- A report to the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and TxDOT that details the obligation of federal funds to individual projects at the end of each calendar year.

### Regional Project Tracking, Monitoring, Assessment, and Software Development Project

#### *Other Funding Sources*

A series of improvements to the transportation project information system (TIP database) will continue. The goal of this project is to enable the tracking of projects by individual phase including the cost, funding, start date, and completion date of each project phase. This project was originally created in response to the federally mandated year of expenditure/total project cost requirements, as well as the increased complexity involved with funding, tracking, and monitoring transportation projects. Creation and expansion of this data management system will reduce administrative project review time and increase the availability of timely project information. This project is funded with STP-MM funds and Transportation Development Credits. Anticipated products include work on the interactive, Web-based interfaces noted below:

- Enhancements to the TIP modification submittal interface and full deployment of the TIP modification editing module in FY2016;
- Deployment of additional TIP database modules including: development of future TIP documents, tracking of transit projects, tracking of project status, GIS mapping, and funding obligations; significant progress anticipated in FY2016 and FY2017.

### Regional Toll Revenue Fund Management and Project Tracking Implementation

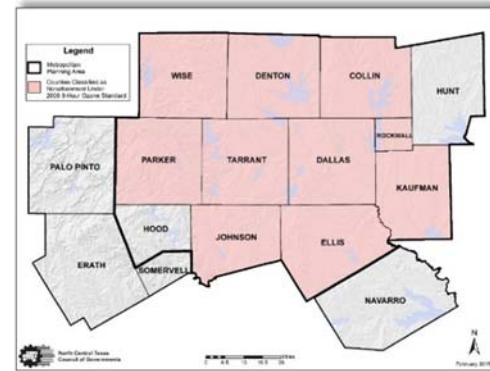
#### *Other Funding Sources*

Since 2007, MPO staff has tracked Regional Toll Revenue (RTR) funds and projects, and efforts to monitor selected projects will continue. Regional Toll Revenue funds will continue to support these activities. Anticipated products in FY2016 and FY2017 include:

- An up-to-date RTR-funded project list and account balances;
- Standard operating procedures to maintain data integrity;
- Coordination with TxDOT and NCTCOG Administration Department on RTR fund and expenditure discrepancies;
- Updates to the local environmental checklist developed by NCTCOG and a database of environmental reviews of RTR-funded projects; and
- Quarterly submission of RTR project changes to TxDOT for inclusion in the Texas Transportation Commission (TTC) Minute Order for authorization.

### 3.02 Regional Air Quality Planning

Since 1991, the North Central Texas region has been in nonattainment for the ozone National Ambient Air Quality Standard (NAAQS). As a result of this designation, federal and State procedures are required in order for projects identified in multimodal transportation plans to proceed to implementation. In response, a variety of air quality planning occurs to ensure these requirements are met.



DFW Nonattainment Area Boundary

#### Air Quality Planning

##### *Transportation Planning Funds*

The Dallas-Fort Worth State Implementation Plan (SIP) is a legal and federally enforceable plan mandated by the Clean Air Act (CAA). This plan identifies how nonattainment areas will reduce emissions from stationary, area, and mobile sources to demonstrate attainment and/or maintenance of air quality standards. In nonattainment areas, the CAA mandates that federally funded and regionally significant transportation activities must conform to the SIP. Under this requirement, the Regional Transportation Council, as the transportation policy body for the Metropolitan Planning Organization, is required to make an initial local-level transportation conformity determination on the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP) before submitting recommendations to the US Department of Transportation for independent review and a final federal-level conformity determination. The conformity determination is a method to ensure that federal funding and federal approval is given to transportation projects, programs, and policies that are consistent with regional air quality goals. This work element is ongoing throughout FY2016 and FY2017. Consultant assistance may be utilized. Anticipated products include:

- Development, analysis, and monitoring of elements contained in and required of the SIP, as necessary, to meet air quality requirements;
- Assistance with addressing specific data and technical requests;
- Tracking of and responses to statewide and national rules and guidance affecting the nonattainment area and surrounding counties, such as the ozone NAAQS and other primary or secondary pollutants, greenhouse gases, and climate change;
- Annual report of pollutant levels at monitoring stations located throughout the region;
- A successful regional air quality conformity analysis incorporating new or updated projects proposed for inclusion in the MTP and TIP;
- Monitoring of the timely implementation of Transportation Control measures;
- Monitoring, collecting, and updating of Mobile Source Emission Reduction Strategies commitments for annual reporting requirements of emission reduction projects;
- Guidance, rules and proposals that incorporate NCTCOG direction/expertise and/or experiences related to NAAQS and mobile-source issues;
- Evaluation of technical models used in regional air quality planning, with feedback to agency developing the model(s) and, as appropriate, creation of in-house applications to successfully run models;

- Presentations for workshops, technical committees, student chapters, and training sessions; and
- Update of the NCTCOG Web site with the latest air quality information.

#### *Other Funding Sources*

In addition to Transportation Planning Funds, this program also uses Surface Transportation Program--Metropolitan Mobility (STP-MM) funds and Transportation Development Credits to support activities noted above. Consultant assistance may also be utilized.

#### Emission Inventories and Technical Studies

#### *Other Funding Sources*

Emission inventories estimate emission amounts from specific sources within a specified area and time interval. Transportation emission budgets used in transportation conformities are developed based upon emission inventories used in development of the SIP and the impact of control measures included within that SIP. Emissions are greatly impacted by regionally specific data, so updated regional inventories analysis is necessary to better predict future-case emission impacts from control strategies, vehicle miles traveled, vehicle activity from outside the nonattainment area, and evaporative emissions. This work element will be supported through Texas Commission on Environmental Quality funds. This element is ongoing throughout FY2016 and FY2017. Consultant assistance may be utilized. Anticipated products include:

- A variety of emission inventories for federal, State, or local requirements; and
- Mobile source technical analysis performed to enhance state of the practice.

### **3.03 Air Quality Management and Operations**

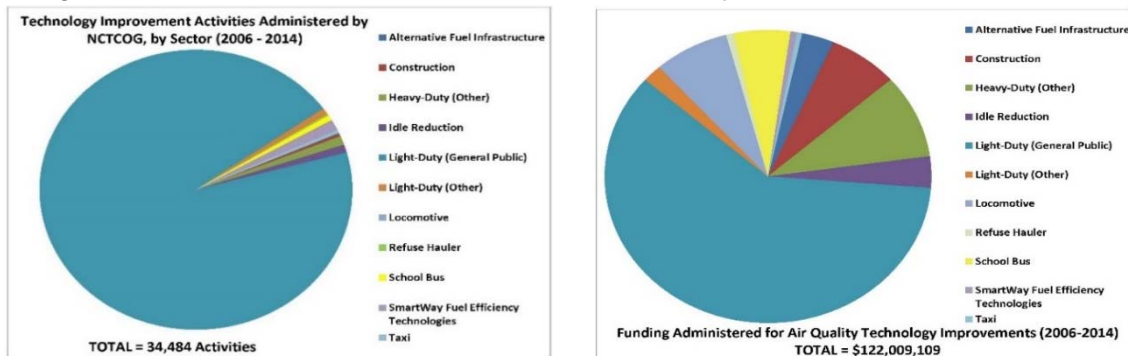


Ten counties in the North Central Texas Council of Governments (NCTCOG) service area have been designated as nonattainment for the pollutant ozone. As the majority of ozone-forming emissions are attributable to mobile sources and other transportation-related activities, numerous strategies are being implemented to reduce emissions and air quality impacts. This is accomplished through a variety of programs aimed at reducing nitrogen oxides, volatile organic compounds, and other criteria pollutant emissions by expediting the use of advanced technologies as well as implementing demonstration programs to study the feasibility of control measures for possible region-wide deployment. NCTCOG staff also recommends policies, participates in partnerships, and provides support for other stakeholders who are implementing emission-reducing activities. All efforts are undertaken with the goal of working toward attainment of the federal ozone standards and improving overall ambient air quality. Work also supports and complements objectives of the DFW Clean Cities Program.

## Technology Improvements

### Other Funding Sources

Technology improvements are achieved through programs, often implemented through regional funding opportunities, which enhance the use of cleaner, sustainable, more fuel-efficient vehicles, equipment, and technologies. Activities may be comprised of accelerated fleet replacement; vehicle emissions repairs; engine repowers, upgrades, and retrofits; alternative fuels and vehicles; advanced truck technologies; idle-reduction technologies; and other low-energy use technologies. Staff efforts under this element include not only award of funds, but also monitoring



of grant-funded activities to ensure adherence to reporting and project fulfillment. Work also includes promotion of relevant funding initiatives available from other agencies who offer funding programs, such as the US Environmental Protection Agency (EPA) or the Texas Commission on Environmental Quality (TCEQ); in this case, staff works to improve awareness of such programs among local vehicle or equipment owners to ensure that the region is competitive in seeking and receiving funds. This work element will be supported through Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds, Surface Transportation Program-Metropolitan Mobility (STP-MM) funds, US EPA funds, the TCEQ funds, Regional Transportation Council (RTC) Local funds, Transportation Development Credits, and private funding sources. This element is ongoing throughout FY2016 and FY2017. Anticipated products include:

- Competitive grant applications to seek additional funds to further leverage Calls for Projects (CFPs) and technology implementation efforts;
- Open competitive CFPs to select eligible technology projects for implementation, which may include vehicle repair, replacement, repower, retrofit, idle reduction technologies, refueling infrastructure, or other emissions reduction technologies;
- Development of a revolving loan program to fund emission-reduction strategies;
- Executed subgrantee agreements;
- Implemented technology projects, including installation of electrified parking space technology at trucking terminals;
- Technology project reimbursements;
- Report on funded grant activities; and
- Resources to assist vehicle/equipment owners in identifying potential technology improvements and related financial assistance.

## Demonstration Programs

### *Other Funding Sources*

These types of programs investigate methods to reduce fuel use and emissions not only through emissions testing, but also through activity and behavior modifications. Typically, these programs seek to demonstrate the benefit and feasibility of potential or conceptual measures for greater implementation. Projects may include both light- and heavy-duty vehicles, non-road equipment, and energy conservation techniques. NCTCOG may seek assistance from consultants for data collection and/or analysis. This work element will be supported through STP-MM funds, CMAQ funds, and RTC Local funds, and Transportation Development Credits. This element is ongoing throughout FY2016 and FY2017. Anticipated products include:

- Feasibility studies on existing or new programs, including enhanced inspection and maintenance (I/M) programs;
- Vehicle deployment pilot program to encourage the purchase and use of low-emitting vehicles through partnerships and opportunities for individuals to experience Alternative Fuel Vehicles (AFV) first-hand;
- Educational campaign to reduce idling at school campuses, including before and after studies utilizing remote sensing technology;
- Evaluation of emissions reductions by using technology to determine heavy-duty diesel vehicle compliance, giving heavy-duty trucks the ability to bypass weigh stations;
- Heavy-duty vehicle weigh-in-motion evaluation to reduce emissions by using technology to determine vehicle compliance;
- Report including outcomes and follow-up related to various pilot programs or demonstration projects; and
- Promotion of the US Green Building Council Leadership in Energy and Environmental Design Clean Construction Pilot Credit.

## Partnerships and Collaborations

### *Other Funding Sources*

This element includes participation in collaborative efforts on the local, State, and federal levels to promote or implement projects or programs that help improve air quality. New innovative partnerships may also be sought with local governments, and private and non-profit stakeholders with key connections or interest in air quality or promoting “green” initiatives, such as hospitals, hotels, utility companies, or private developers. Collaborations may also be established with entities having connections to vehicles/equipment/technologies. Staff may also provide technical assistance and develop resources to facilitate involvement and aid decision making among local governments, industry, and the general public. This work element will be supported through CMAQ funds, STP-MM funds, RTC Local funds, US EPA funds, US Department of Energy (DOE) funds, and Transportation Development Credits. This element is ongoing throughout FY2016 and FY2017. Anticipated products include:



- Continued partnerships with federal, State, and regional/local partners including, but not limited to, the EPA SmartWay Transport Partnership, the National Association of Regional Councils, and DOE;
- Continued membership in and support of formal partnership arrangements, including the North Central Texas Stewardship Forum and EPA SmartWay Transport Partnership;
- Administration of the Freight Efficiency Outreach Program, in collaboration with local trucking industry representatives and EPA;
- Review of and comment on air quality regulations, projects, programs, or studies by federal, State, local, or private entities, as requested and appropriate;
- Periodic meetings and conference calls regarding various air quality initiatives;
- Innovative new partnerships with key stakeholder organizations, such as vehicle auctioneers, charities and non-profits who accept donated vehicles; hospitals and universities, as well as the US Green Building Council, vehicle rental companies, and major employers in the region; and
- Collaboration with key stakeholders to develop a Web site that serves as a “clearinghouse” of information regarding energy efficiency and conservation associated with air quality, transportation, and related issues.

### Regional Policies and Best Practices

#### *Other Funding Sources*

These policies provide guidance on best practices to minimize the emissions impact of individual entities’ activities and may consider acquisition, operation, and/or maintenance behaviors. Information sharing can reduce the magnitude of resources needed to implement best practices and can offer insight into ways to reduce barriers to adoption of emission-reducing activities. Staff will work with regional stakeholders, including local governments and relevant private-sector entities, to evaluate opportunities where policies might best be suited to facilitate emissions reductions and develop such policies where appropriate. Implementation assistance will also be provided by staff to adopting entities throughout the region. This work element will be supported through STP-MM funds, RTC Local funds, US DOE funds, and Transportation Development Credits. This element is ongoing throughout FY2016 and FY2017. Anticipated products include:



- Locally Enforced Idling Restrictions and Clean Fleet Policy adoption by additional local governments;
- Opportunities to streamline regulations and/or permitting practices that impact use of technologies to help reduce emissions, including but not limited to, alternative fuel vehicles, electric recharging equipment, and alternative energy sources;
- Equitable, favorable options for capturing revenues from vehicles that do not pay traditional gasoline tax; and
- NCTCOG Standard Specifications for Public Works Construction containing Clean Construction Specification elements (in coordination with the NCTCOG Environment and Development Department).



## Enforcement Activities

### *Other Funding Sources*

Enforcement is a critical component to ensuring adherence to established policies. Various initiatives are designed to specifically target vehicles producing excessive emissions and not in compliance with automobile emissions standards. Through these efforts, counties will continue to be encouraged to enhance Regional Emissions Enforcement Programs to include other enforcement-related projects, including truck-lane restrictions and idling restrictions. In addition, staff will continue to expand and improve various information systems, and continue to provide training and support to local law enforcement agencies.



Staff will also continue administering the Regional Smoking Vehicle Program (RSVP). Enforcement efforts will be supported by CMAQ funds, STP-MM funds, and Transportation Development Credits. This element is ongoing throughout FY2016 and FY2017. Anticipated products include:

- Emissions enforcement database enhancements;
- Continued partnerships with law enforcement, State and federal agencies, and other I/M interested parties;
- Periodic meetings and training classes regarding emissions enforcement issues;
- Education and training for both law enforcement and the general public regarding impacts of an integrated single sticker for both vehicle registration and inspection;
- Evaluation of RSVP enhancements; and
- Correspondence and follow-up with vehicle owners regarding RSVP.

### **3.04 Transportation and Air Quality Communications**

As policies, projects, and programs are implemented to fulfill obligations required under the variety of air quality mandates (e.g., Clean Air Act, National Ambient Air Quality Standards, State Implementation Plan, etc.), communication efforts are strategically created and implemented to educate and inform the region on current air quality levels, associated impacts, strategies for improvement, funding opportunities, and new programs and/or policies. Staff will continue to engage the region through both traditional and new media, including professionally produced videos. These videos may be distributed through various avenues, including, but not limited to, social media, Web sites, portable storage devices (i.e., flash drives), and television. In order to produce professional, high-quality videos, additional video production equipment may be purchased.

## Air Quality Public Education and Communication

### *Other Funding Sources*



The North Central Texas Council of Governments will continue to implement a general public awareness campaign that encourages public participation and support of key elements in the State Implementation Plan and other air quality improvement strategies, as well as the reduction of energy use. This work element will be supported through Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds, Surface Transportation Program—Metropolitan Mobility (STP-MM) funds, Transportation Development Credits, and other funding sources. Consultant assistance and paid media will be utilized when needed. This element is ongoing throughout FY2016 and FY2017. Anticipated products include:



- A regional general public air quality and energy conservation campaign, utilizing communication strategies including, but not limited to, Web site, paid media, social and electronic media, videos, and outreach/assemblies;
- Integrated campaign resources for use by local governments, the business community, and other interested parties;
- Regional growth of overall efforts through regular meetings and conference calls with the Air Quality Public Relations Task Force (AQPRTF) and other partners including State, federal and local air quality alliances about the campaign and other air quality education initiatives;
- AQPRTF partner recognition;
- New partners for the Air North Texas campaign;
- Purchase and use of electronic equipment and devices for outreach; and
- Communication and marketing services for local governments, as well as other NCTCOG Transportation Department programs/campaigns.

## Clean Cities Program

### *Other Funding Sources*

The Dallas-Fort Worth (DFW) Clean Cities Program will continue to serve as a locally based, public/private partnership that seeks to advance energy security, protect environmental and public health, and stimulate economic development by promoting practices and decisions to reduce petroleum consumption and improve air quality, primarily in the transportation sector. The program consists of facilitating the deployment of alternative fuel vehicles (AFVs); supporting installation of alternative fuel refueling infrastructure throughout the North Texas region; increasing the use of fuel blends (i.e., diesel/biodiesel and ethanol/gasoline); accelerating sales of hybrid electric vehicles; promoting informed consumer choice on fuel economy; and encouraging the use of idle reduction technologies and strategies. This work element will be supported through CMAQ funds, STP-MM funds, US Department of Energy funds, Transportation Development Credits, and other funding



**Dallas-Fort Worth  
CLEAN CITIES**

sources. Consultant assistance may be utilized. This element is ongoing throughout FY2016 and FY2017. Anticipated products include:



- Education, outreach, events, technical guidance, fleet recognition, video/online media, interactive Web site (including hosting and maintenance) and other initiatives;
- Purchase of electronic equipment and devices, and computers for the purpose of outreach, technical guidance, and video production;
- Barrier reduction initiatives, including, but not limited to, AFV Preferential Parking, to address alternative fuel adoption;
- Workshops and training regarding all aspects of acquiring, operating, and maintaining AFVs and advanced technology vehicles and infrastructure;
- Sub-awardee contract monitoring;
- Meetings and conference calls regarding Clean Cities initiatives; and
- Regular DFW Clean Cities Coalition meetings and subcommittee meetings as needed.

### **3.05 Public Transportation Planning and Management Studies**

This work program subtask provides funding to assist local governments and transportation providers with public transportation funding, operational, and planning activities that focus on identifying opportunities for increased service in the region, as well as improving the efficiency and effectiveness of current systems.

#### **Fort Worth Transportation Authority (The T) Transit System Plan**

##### *Transportation Planning Funds*

In response to the challenges of growth in the region and to meet the future mobility needs of the Tarrant County area, The T is in need of a blueprint to guide the development of future transit service and capital investments. The development of a transit system plan will generate a long-range strategy for providing policy direction on existing and future travel demands throughout Tarrant County. The plan will identify and prioritize capital and operational needs in the next five years, and develop a vision for The T service over the next 20 years. This activity will conclude in FY2016. In addition to Transportation Planning Funds, local funds will also be utilized to support work activities. Consultant assistance will be requested. Anticipated products include:

- A final report on the project.

## Denton County Transportation Authority (DCTA) Comprehensive Service Analysis

### *Transportation Planning Funds*

The Denton County Transportation Authority will conduct a Comprehensive Service Analysis in FY2016 and FY2017. Staff will provide technical assistance supporting DCTA's project. Anticipated products include:

- Assistance with demand modeling, ridership projections, financial modeling, and technical analysis.

## Public Transportation Funding and Operations

### *Transportation Planning Funds*

This planning activity is ongoing throughout both FY2016 and FY2017, supporting the efforts of metropolitan, urban and rural transit providers in the North Central Texas region. General responsibilities include monitoring transit appropriations, grant activities and funding issues; identifying and monitoring transit-related issues of local, regional, and national interest; and responding to citizen, consultant, State, and federal requests for data, information, or assistance. Additional responsibilities include providing technical assistance to providers by coordinating the dissemination of technical information, federal regulations, and grant requirements. Anticipated products include:

- Planning for financial needs in coordination with local public transit providers;
- Assistance to transit providers in the development of the annual program of projects and coordination of the programming of funds in an approved Statewide Transportation Improvement Program (STIP); and
- Planning for the transportation needs of the disadvantaged, including low income, seniors, and individuals with disabilities, in an effort to increase opportunities and access to public transportation.

## Regional Public Transportation Coordination

### *Transportation Planning Funds*

This planning activity is ongoing throughout both FY2016 and FY2017, supporting activities that further a coordinated and seamless public transportation system. This activity includes the Access North Texas Plan, which outlines coordination goals, policies and strategies to move the North Central Texas region toward more coordinated, efficient and seamless transportation services. Regional coordination activities will primarily focus on the 12 counties that comprise the Metropolitan Planning Area. Coordination with surrounding areas will be included based on the impact that public transportation connections have within the planning area boundary. This activity also includes technical assistance and general planning support to the transportation authorities in the region, as well as smaller transit agencies. Anticipated products include:

- Enhancements to the Access North Texas plan;
- Implemented coordination strategies identified in the Access North Texas Plan;
- Assistance to transit agencies including travel demand model data, planning studies, and technical guidance.

- Support for transit system improvements resulting in seamless regional connectivity; and
- Facilitation of improved efficiency in the use of transit capital resources in the region, resulting from pursuing opportunities for vehicle sharing, retired vehicle or community vehicle programs.

#### Planning Assistance to Small Operators

##### *Other Funding Sources*

This planning activity is ongoing throughout both FY2016 and FY2017, supporting initiatives that encourage short- and long-term operational planning by local transit providers. Activities include providing assistance to subgrantees as they implement identified strategies and recommendations. Federal Transit Administration and local funds will support these activities. Anticipated products include:

- Planning conducted on behalf of Urbanized Area Formula Program subgrantees based on identified needs.

### **3.06 Transit Operations**

This work program subtask provides funding primarily for the implementation of projects that focus on eliminating gaps in services, reducing duplication of services, enhancing coordination, and improving the efficiency and effectiveness of the region's existing services.

#### FTA Urban Funding Grant Administration

##### *Other Funding Sources*

This implementation activity is ongoing throughout FY2016 and FY2017, supporting all responsibilities NCTCOG assumes as the designated recipient for Federal Transit Administration (FTA) grant funds received for urbanized areas in the region. General responsibilities include program administration, project implementation, grant management and program oversight for all subgrantees who receive funds through the Bus and Bus Facilities Program, Congestion Mitigation and Air Quality (CMAQ) Improvement Program, Enhanced Mobility of Seniors and Individuals with Disabilities Program, Job Access/Reverse Commute Program, New Freedom Program and the Urbanized Area Formula Program. Federal Transit Administration funds and local funds will support these activities. Anticipated products include:

- FY2016 and FY2017 funding allocations;
- Calls for Projects;
- Grant and agreement management;
- Funding disbursement of reimbursable project expenses to subgrantees;
- Implementation of a vehicle lease program;
- Submittal of coordinated reports on behalf of subgrantees; and
- Procurements for services and equipment, including buses, on behalf of subgrantees.

## Job Access/Reverse Commute Streamlined Project Implementation Partnership

### *Other Funding Sources*

This implementation activity will be conducted in FY2016, supporting a grant awarded through the Texas Department of Transportation's 2009 Coordinated Call for Projects. Texas Department of Transportation funds and local funds will support these activities. Anticipated products include:

- Five projects that may include, but are not limited to, technology acquisition and upgrades, mobility management, vehicle acquisition, service delivery and operational planning.

## Regional Vehicle-for-Hire Program

### *Other Funding Sources*

This implementation activity is ongoing throughout both FY2016 and FY2017, supporting the coordination and use of non-traditional public transportation options across the region. The Access North Texas Plan encourages the engagement of for-hire transportation providers to expand availability of service and increase options for travel when public transportation services are not a viable option. The Program encourages a regional approach to the certification of taxis, limousines, and peer-to-peer vehicles and drivers in order to provide safe and seamless service. Regional Transportation Council (RTC) Local funds, Regional Toll Revenue funds, and local funds will support these activities. Anticipated products include:

- A program with Dallas/Fort Worth International Airport, the City of Dallas, and the City of Fort Worth that encourages regional standards for operating for-hire vehicles; and
- Facilitation of the expansion of for-hire transportation service options across the region.

## Sustainability for Transit

### *Other Funding Sources*

This implementation activity is ongoing throughout both FY2016 and FY2017, supporting coordination and implementation of transit sustainability initiatives. The Program supports Chapter 461 of the Texas Transportation Code that focuses on maximizing the benefits of the State's investment in public transit through the coordination of services. Regional Toll Revenue (RTR), RTC Local and other local funds will support these activities. Anticipated products include:

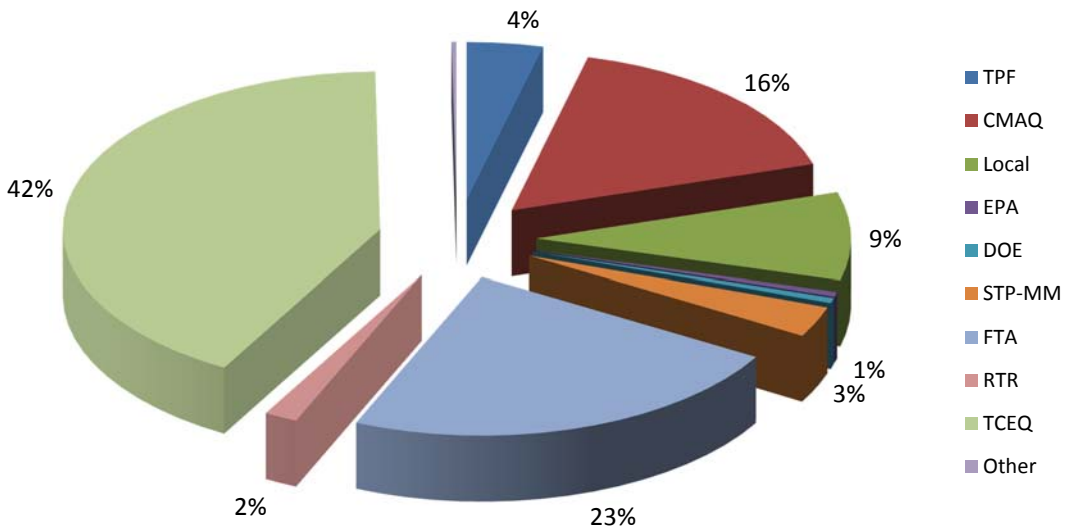
- Short- and long-range solutions that move the region toward more comprehensive, coordinated, accessible, efficient, and effective public transit services;
- Policies, programs and projects that support and encourage sustainable transportation options around the region while elevating customer service and air quality.

## E. Funding Summary

Subtask	TPF <sup>1</sup>	Additional Funding		Total
		Amount	Source	
3.01	\$1,448,000	\$1,139,000	RTR	
		\$568,000	STP-MM	
<b>Subtotal</b>				<b>\$3,155,000</b>
3.02	\$825,000	\$57,000	TCEQ	
		\$202,000	STP-MM	
<b>Subtotal</b>				<b>\$1,084,000</b>
3.03		\$7,634,000	CMAQ	
		\$523,000	EPA	
		\$20,000	DOE	
		\$1,580,000	Local	
		\$2,000,000	STP-MM	
		\$44,228,000	TCEQ	
<b>Subtotal</b>				<b>\$55,985,000</b>
3.04		\$1,804,000	CMAQ	
		\$549,000	DOE	
		\$140,000	Local	
		\$574,000	STP-MM	
<b>Subtotal</b>				<b>\$3,067,000</b>
3.05	\$1,860,000	\$282,000	FTA	
		\$108,000	Local	
<b>Subtotal</b>				<b>\$2,250,000</b>
3.06		\$8,000,000	CMAQ	
		\$24,276,000	FTA	
		\$664,000	RTR	
		\$7,745,000	Local	
		\$265,000	TxDOT	
<b>Subtotal</b>				<b>\$40,950,000</b>
<b>Total</b>	<b>\$4,133,000</b>	<b>\$102,358,000</b>		<b>\$106,491,000</b>

<sup>1</sup> Transportation Planning Funds (TPF) includes both FHWA PL-112 and FTA 5303 funds. TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.

### Task 3.0 Funding Summary





# V. Task 4 – The Metropolitan Transportation Plan

## A. Objective

Since the early 1970s, Metropolitan Planning Organizations have had the responsibility of developing and maintaining a Metropolitan Transportation Plan (MTP). With the passage of the Intermodal Surface Transportation Efficiency Act of 1991 (ISTEA), the role of the Metropolitan Transportation Plan in the overall transportation planning process was greatly advanced. The current funding bill, Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21), continued the role of the plan as a central mechanism for the decision-making process regarding investments to develop the metropolitan transportation system. Federal transportation legislation requires transportation plans within metropolitan areas greater than 200,000 in population and in nonattainment areas to be reviewed every four years.

The Mobility 2035 Plan was developed and approved by the Regional Transportation Council in March 2011 and updated in June 2013, and amended in November 2014. The Plan serves as



the defining vision for transportation systems and services in the Dallas-Fort Worth Metropolitan Area and incorporates updated corridor recommendations, addresses regional financial shortfall concerns, and includes new innovative funding and project implementation strategies. It was developed to fully meet MAP-21 planning requirements as provided by the Federal Transit and Federal Highway

Administrations. Efforts in FY2016 and FY2017 will focus on monitoring of the current Plan, Mobility 2035 – 2014 Amendment, and development of a new Plan, Mobility 2040.

The Mobility Plan identifies projects, policies, and programs to be implemented and carried out by the Metropolitan Planning Organization (MPO) in conjunction with the transportation providers, local governments, and state and federal agencies. In addition, elements in this Work Program

task also contain funding to evaluate policies and strategies directed at reducing congestion and improving air quality, to link the transportation and environmental planning processes, and to ensure compliance in the planning process with federal regulations under Title VI of the 1964 Civil Rights Act and Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations. Facilitating implementation of the Plan, such as increasing funds for transportation through new or cooperative multiagency funding strategies, will also be an area of focus. Transportation Department program areas (4) Transportation Planning and (9) Environmental Streamlining support this task.

## **B. Expected Products**

Products from Task 4, Metropolitan Transportation Plan, will include public meetings and public outreach activities, committee briefings, the screening and evaluation of system alternatives, travel forecasts, updating and reviewing financial forecasts, and transportation system performance summaries. Numerous presentations to local elected officials, transportation interest groups, and participating agencies will be conducted, and written materials documenting the Plan's analysis and recommendations will be prepared. Specific products for each subtask are included in each subtask description.

## **C. Previous Work**

Routine Work Efforts – The major focus of Task 4 is the ongoing development and maintenance of the Metropolitan Transportation Plan (MTP). Throughout FY2014 and FY2015, several tasks were conducted in support of these processes. The Mobility 2035 – 2014 Amendment was completed and approved, which involved coordination with regional transportation partners and local governments, and included Title VI and Environmental Justice planning, analysis and outreach. Policy and technical committees and the public received updates on the 2014

Amendment, with opportunities to comment. MTP information such as performance data and travel demand model outputs were also delivered to transportation partners and local governments.

In support of the MTP, work was also executed on long-range financial forecasting and the pursuit of innovative funding strategies. This work included financial reviews of forecasts and trends that impact funding availability, which resulted in the development of a long-range financial plan for the MTP. Staff also reviewed statutory rules and recently enacted State law changes related to funding structures for transportation. Work was carried out in coordination with the Texas Department of Transportation, the North Texas Tollway Authority, and the Regional Transportation Council on toll services agreements and toll tag usage rates. A financial evaluation for the SH 360 toll road project was also produced, as was a summary of innovative financial and backstop commitments by the RTC.

Work in this Task also centered around the integration of environmental and sustainable practices into the transportation planning process. An update to the Regional Ecosystem Framework data tool that inventories the natural environment in the Metropolitan Planning Area was completed, and staff established a Planning and Environmental Linkages Work Group to help address planning and National Environmental Policy Act issues earlier in the process. A framework for a regional Shared Value Mitigation (SVM) Program was also developed, with outreach initiated to resource agencies and transportation partners.

Work performed on the development and maintenance of roadway and transit networks used in travel demand modeling was formerly a part of Task 4, but is included in Task 2 for FY2016 and FY2017. Results of this work for FY2014 and FY2015 are reported there.

Non-routine Work Efforts – The status of significant or one-time work efforts contained in Task 4 is provided in the table below:

PROJECT	ACCOMPLISHMENTS TO DATE	REASON FOR CARRYOVER TO FY2016	ANTICIPATED COMPLETION
INVEST Implementation Program	Evaluated Mobility 2035 using the Infrastructure Voluntary Evaluation Sustainability Tool (INVEST) to determine areas where our transportation planning process can be more sustainable.	The evaluation of Mobility 2040 will be completed in FY2016. The contracted grant period concludes in FY2016.	FY2016
SHRP2 Implementation Assistance	Completed an update to the Regional Ecosystem Framework data tool;  Developed a framework for a regional Shared Value Mitigation (SVM) Program that includes documenting resource agency conservation/restoration priorities and incorporating existing environmental mitigation/conservation projects;  Began outreach on the SVM framework with resource agencies and transportation partners, including the research effort by Texas Transportation Institute.	Grant period concludes in FY2016.	FY2016

**D. Subtasks**

The following subtasks address the Metropolitan Transportation Plan:

**4.01 Metropolitan Transportation Planning**



This subtask encompasses the development of the metropolitan area’s long-range transportation plan and related documentation of the region’s arterial roadway system. As corridor studies contained in the Metropolitan Transportation Plan advance to final recommendations, periodic amendments and updates to this Plan may be required. Additionally, the arterials contained in the Plan fall into a number of categories detailed below, which are monitored and amended as necessary to meet air quality conformity and funding requirements.

Metropolitan Transportation Plan Development and Monitoring

*Transportation Planning Funds*

This subtask is ongoing throughout FY2016 and FY2017. The Metropolitan Transportation Plan (MTP) provides a blueprint for a multimodal transportation system and responds to broad transportation-oriented goals for the region. These goals include enhancing mobility, improving access, and reducing congestion; quality-of-life goals that encourage balanced land use, promote orderly economic development, and improve air quality; and financial goals such as

identifying and pursuing long-term stable sources of funding. The MTP must also meet financial constraint goals where project costs must not exceed anticipated revenue.

At any given time, the MTP is being monitored, developed, or modified. Staff will work in cooperation with the Texas Department of Transportation (TxDOT), Dallas Area Rapid Transit (DART), the Fort Worth Transportation Authority (The T), the Denton County Transportation Authority (DCTA), the North Texas Tollway Authority (NTTA), the Collin County Toll Road Authority (CCTRA), local governments, and other public agencies as needed to monitor programs and projects recommended in the current MTP, Mobility 2035 – 2014 Amendment, to ensure that they reflect the latest planning assumptions, allowing those projects to proceed through the planning and environmental stages of project development.

Staff will coordinate efforts with transportation partners and the public during the development of Mobility 2040, which is a new planning effort that will factor in a planning horizon year of 2040, new demographics, financial assumptions, and planning requirements. Mobility 2040 will be developed in accordance with the rules outlining the contents of the MTP under the policy direction of the Regional Transportation Council, technical guidance of NCTCOG's technical committees, and public involvement efforts.

Staff will develop the MTP based on data collected during monitoring and development efforts. The recommendations will include a revised analysis of the projects and programs identified in the existing fiscally constrained MTP. Additionally, an air quality conformity determination will be needed to satisfy federal regulations for the MTP. The changes to the MTP will be made in coordination with local transportation providers and partners. In development of the MTP, preliminary evaluation will occur for corridor studies which have been requested by local governments, which includes the Cleburne Southern Loop in Johnson County. As noted in Subtask 1.02, University Partnership Program (UPP) assistance, as well as Transportation Research Board (TRB) Minority Student Fellowship Program assistance, will be utilized to support the exploration of the potential for express buses operating in a modern network of managed lanes. In addition to Transportation Planning Funds, Regional Transportation Council Local funds will also be utilized to support UPP work activities on the study of express bus operations.

Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) introduced a new requirement to incorporate a performance-based approach in the transportation planning process. In response to this requirement, staff will coordinate with TxDOT to establish regional transportation system performance measures and targets once federal guidance is released. To assist in the transition to a performance-based planning framework, University Partnership Program assistance will be utilized to develop performance measures to evaluate the effects of transportation facilities on public health objectives. Performance measure development will also occur in coordination with the INVEST Implementation project, as noted in Subtask 4.03.

Anticipated products of this subtask include:

- Documentation of the MTP;
- Executive Summary of the MTP;
- Presentations utilizing MTP data and information;
- Maps;
- Collection and transmittal of travel model networks, GIS shapefiles, and performance reports as model outputs;

- Periodic reports to RTC and STTC documenting status of MTP implementation;
- Coordination meetings to monitor and ensure the continued progress of project recommendations;
- UPP reports and TRB presentations on express buses operating in a modern system of managed lanes; and
- UPP reports on public health performance measures.

### Regional Thoroughfare Planning Inventory (RTPI)

#### *Transportation Planning Funds*

In conjunction with the continual development of the Metropolitan Transportation Plan, NCTCOG staff will collect, translate, and inventory local government thoroughfare plans and provide planning support from a regional perspective. Once the thoroughfare plans are combined and compared, some instances will require resolution of boundary disputes to ensure a high degree of consistency and continuity between local government planning efforts and regional planning efforts. Activities will be ongoing throughout FY2016 and FY2017. Anticipated products include:

- Documented inventory of thoroughfare plans that were collected and included in transportation networks; and
- GIS-based regional arterial system map.

### Regionally Significant Arterials (RSA)

#### *Transportation Planning Funds*

NCTCOG staff will continue to work in cooperation with the Federal Highway Administration, the Texas Department of Transportation, and all local governments to maintain, monitor, and amend, as needed, the RSA system for the Dallas-Fort Worth Metropolitan Area. Activities will be ongoing throughout FY2016 and FY2017. Anticipated products include:

- RSA database in both ArcGIS and TransCAD environments;
- Coordination with local governments in the planning and staging of transportation improvements; and
- A listing of existing and planned RSAs to be included in the Metropolitan Transportation Plan and air quality conformity analysis.

### Federal Functional Classification System (FFCS)

#### *Transportation Planning Funds*

Staff will continue to work in cooperation with federal partners, in addition to the local TxDOT districts, to maintain the FFCS for the Dallas-Fort Worth Metropolitan Area. This element includes monitoring roadway system function to determine the necessary mid-cycle amendments, as needed, to the FFCS. Activities will be ongoing throughout FY2016 and FY2017. Anticipated products include:

- Electronic transportation network of FFCS roadways;

- Coordination with local governments in the planning and staging of transportation improvements;
- Amendments, as needed, to the roadway system to correct, remove, or add roadways;
- Maps; and
- Presentations demonstrating location, function, and justification for amendments.

## **4.02 Financial Forecasting and Strategies**

Forecasting available funding sources and evaluating financial strategies are key elements in planning for the region’s transportation system. As the metropolitan area continues to experience strong growth, transportation needs will far exceed available funding to manage or reduce congestion. Long-range planning for funding and innovative financing strategies are essential in identifying all available sources of transportation revenue to meet the demands of this growing region.

### Long-Range Financial Planning

#### *Transportation Planning Funds*

This element is ongoing throughout FY2016 and FY2017 and supports the MTP. The focus of this element is to evaluate financial strategies, examine applicable financial information from all levels of government, and monitor metrics that influence transportation funding. This element includes the collection and evaluation of data, review of funding documents, assessment of legislative activity related to transportation funding, response to inquiries regarding funding scenarios, and other activities in support of the transportation planning process. University Partnership Program assistance has been utilized to support efforts in evaluating the relationship between transportation revenue and the economic impact on the regional economy. This assistance should be completed in early FY2016. Anticipated products include:

- Long-range financial forecasts;
- Funding scenarios and strategies;
- Financial models and tools;
- Presentations, primers, and other informational materials;
- Financial reports and assessments; and
- UPP report on the local economic impact of transportation.

### Innovative Transportation Financing Strategies

#### *Other Funding Sources*

Ongoing throughout FY2016 and FY2017, the focus of this work program element is to explore innovative transportation financing and funding strategies as authorized by State and federal law. Innovative funding tools allow for enhanced flexibility in meeting critical transportation needs. The Regional Transportation Council, in partnership with transportation providers in the Dallas-Fort Worth area, is pursuing many of these strategies including the use of comprehensive

development agreements, public-private partnerships, State Infrastructure Bank loans, Transportation Infrastructure Financing and Innovation Act loans, tax increment financing, transportation reinvestment zones, and value capture mechanisms through municipal land-use authority. In addition, staff will explore the institutional structures, partnerships, and agreements necessary to leverage these innovative financing and funding tools in the Dallas-Fort Worth region. Lastly, staff will continue to monitor and track existing and proposed innovative financing partnerships and funding. Regional Toll Revenue funds will support work activities. Anticipated products include:

- Innovative finance policies and strategies;
- Assessments of State and federal legal authority; and
- Presentations and informational materials.

#### **4.03 Coordination of Transportation and Environmental Planning Processes**

Linking transportation planning and environmental planning represents a collaborative and integrated approach to transportation decision making. The following elements link development of data, processes and frameworks, and mitigation outcomes to enhance and support metropolitan transportation planning and project development activities.

##### Planning and Environment Linkages (PEL)

###### *Transportation Planning Funds*

This element is ongoing throughout FY2016 and FY2017 and will develop a framework to consider environmental, community, and economic goals early in the transportation planning stage, then carry them through the corridor and project development phases into construction and mitigation efforts. Anticipated products include:

- Metropolitan Transportation Plan environmental scoring and mitigation documentation;
- Transportation and Resource Agency Consultation and Environmental Streamlining (TRACES) Web site Updates;
- Partnerships and agreements to expand or improve regional data needs and other partner agreements;
- Documentation and presentation material for coordination meetings, workshops, and training sessions; and
- Technical papers, as needed.

##### Army Corps of Engineers Section 404 and 408 Permitting

###### *Other Funding Sources*

In FY2016 and FY2017, staff will continue activities associated with the Water Resources Development Act Section 214 Memorandum of Agreement between the United States Army Corps of Engineers (USACE) and NCTCOG. This agreement was formed to expedite the evaluation of Section 404 permits for regional priority transportation projects. Staff will monitor the progress of permitting for specific projects identified by transportation partners. The performance and the cost-effectiveness of the USACE under this agreement will be evaluated by



using specific performance measures identified by staff. Regional Toll Revenue funds and local funds will support activities.

Additionally, staff will continue to monitor and provide assistance of Section 408 permitting activities for major transportation projects. This effort could include attendance at meetings and coordination with resource agencies. RTR funds will be utilized and other funds may be sought to support this initiative. This effort will include the following products:

- USACE reported performance metrics;
- Presentations, meetings, and quarterly reports; and
- Clean Water Act Section 404 and 408 finalized permit decisions.

**Infrastructure Voluntary Evaluation Sustainability Tool (INVEST) Implementation Program**

*Other Funding Sources*

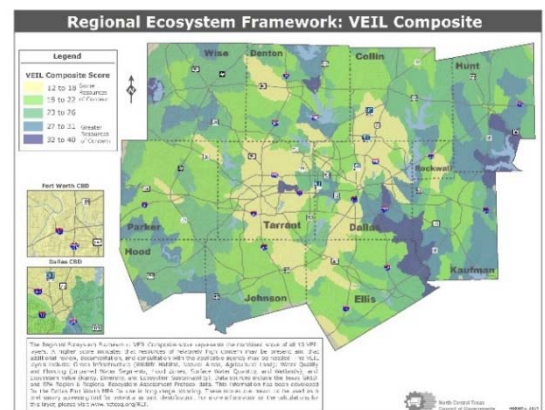
This element will be completed in FY2016. NCTCOG will continue to use a sustainable highways self-evaluation tool developed by FHWA called INVEST 1.0. This tool provides a framework for integrating a variety of sustainable transportation best practices into system plans and highway projects. Project efforts initiated in 2014 will continue, including developing and incorporating sustainability performance measures; improving planning and environmental linkages data and processes; and developing infrastructure resiliency adaptation strategies. Federal Highway Administration funds and Regional Transportation Council Local funds will be utilized to support activities in this area. This element supports efforts associated with UPWP Subtask 4.01 – The Metropolitan Transportation Plan and Task 5.04 – Capital and Operational Asset Management System. Anticipated products include:

- Documentation and presentation material for workshops and other stakeholder meetings, including appropriate public involvement;
- Presentations, interviews, technical reports, and process documentation;
- Draft and final report for FHWA; and
- Grant management requirements.

**Strategic Highway Research Program 2 Implementation Assistance**

*Other Funding Sources*

This element will be completed in FY2016. NCTCOG will continue to implement the FHWA Eco-Logical principles by integrating the Regional Ecosystem Framework (REF) dataset into the planning process, assessing mitigation opportunities, and engaging with resource and regulatory agency stakeholders. NCTCOG also seeks to implement a pilot phase of the Shared Value Mitigation Program (SVM) and create an interactive REF and SVM Web site. Federal funds provided by the Federal Highway Administration will be utilized for this project. Anticipated products include:



- Documentation and presentation materials for workshops and other stakeholder meetings including appropriate public involvement;
- Maps and other databases;
- Presentations, interviews, technical reports, and process documentation;
- Development of Web site and mapping content; and
- Grant management requirements.

### Shared Value Regional Resource Mitigation

#### *Other Funding Sources*

This element is ongoing throughout FY2016 and FY2017. Regional Toll Revenue will be utilized to support activities in this area. Various irretrievable resources continue to degrade in quality and quantity, while current mitigation funding sources and methods decline. This element is a complementary effort to the Regional Ecosystem Framework and the Strategic Highway Research Program 2 Implementation Assistance initiatives. It will explore: 1) the possibility of pooling funds from various projects to enhance past, or proposed, mitigation efforts and 2) the efficacy of creating a regional mitigation bank for unavoidable transportation project impacts and development of a regional, programmatic Shared Value Mitigation Program. Anticipated products include:

- White papers documenting requirements and practicability of creating a regional mitigation bank for transportation project impacts;
- Workshops or meetings with transportation, conservation planning, regulatory and non-governmental organizations; and
- Pilot of full program approach to the Shared Value Mitigation Program.

#### **4.04 Ensuring Nondiscrimination and Environmental Justice in MPO Planning/Program Activities**

As a recipient of federal funds, NCTCOG is required to ensure nondiscrimination under Title VI of the 1964 Civil Rights Act. Under Title VI and related statutes, each federal agency is required to ensure that no person is excluded from participation in, denied the benefit of, or subjected to discrimination under any program or activity receiving federal financial assistance on the basis of race, color, national origin, age, sex, disability, or religion. The Civil Rights Restoration Act of 1987 clarified the intent of Title VI to include all programs and activities of federal-aid recipients, subrecipients, and contractors whether those programs and activities are federally funded or not. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (1994), stated that, “each federal agency shall make achieving environmental justice (EJ) part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations.” As an MPO, NCTCOG strives to ensure that nondiscrimination and the principles of environmental justice are incorporated in its transportation plans, programs, policies, and activities.

To ensure nondiscrimination and environmental justice in its transportation planning activities, staff will work to enhance Title VI, Environmental Justice, and Limited English Proficiency

considerations and inclusion in the planning process and ensure compliance with all federally and state-mandated requirements.

This Work Program subtask supports the following continued initiatives:

#### Compliance with Federal and State Laws and Regulations

##### *Transportation Planning Funds*

This element is ongoing throughout FY2016 and FY2017. Staff will hold meetings, workshops, and forums, as well as review and advise other department staff regarding appropriate ways to ensure consistency with applicable laws and regulations within their program areas. Anticipated products include:

- Data updates to the Language Assistance Plan; and
- Compliance audit reports.

#### Collection and Analysis of Data

##### *Transportation Planning Funds*

This element is ongoing throughout FY2016 and FY2017. Work will include the collection and analysis of available demographic data, as well as research and review of similar processes across the country for applicability. Anticipated products include:

- Annual reports documenting NCTCOG programs or projects that incorporate EJ considerations;
- White papers documenting planning processes and data; presentations to department staff on regional demographic trends;
- Metropolitan Transportation Plan Environmental Justice methodology and analysis; and
- Questions for a household travel survey and an Environmental Justice Toll Road survey as referenced in UPWP Subtask 2.01.

#### Public Outreach and Title VI Resource

##### *Transportation Planning Funds*

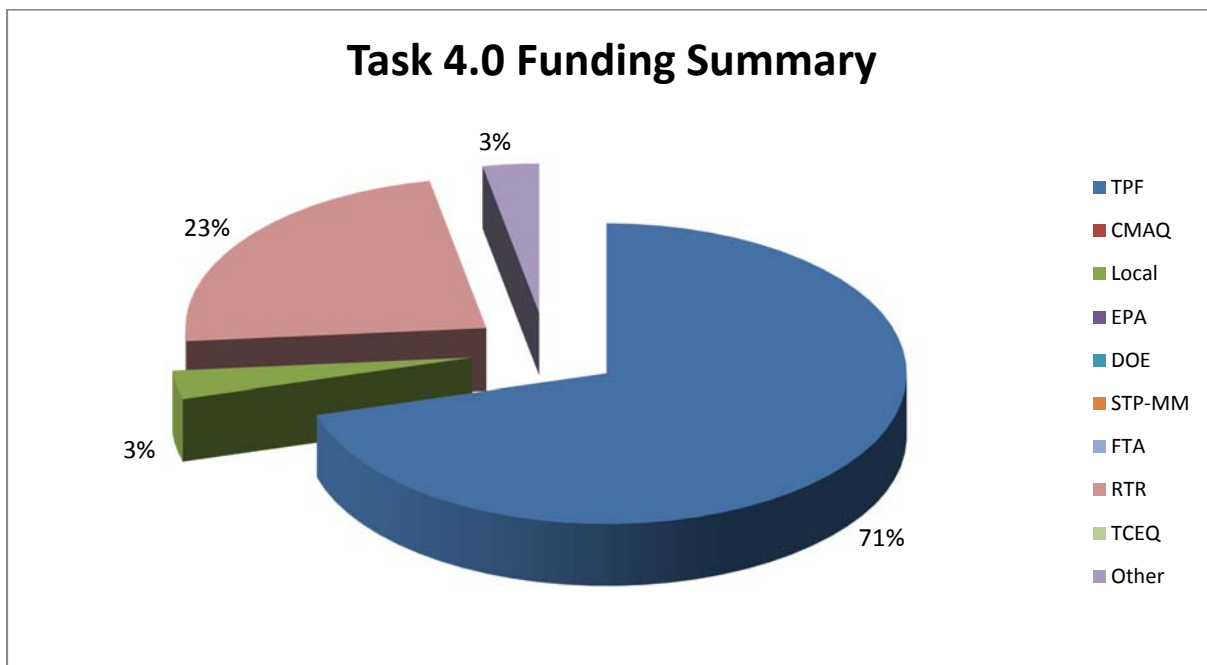
This element is ongoing throughout FY2016 and FY2017. Work will include researching and integrating public engagement efforts to ensure protected populations are involved in the transportation planning process. Staff will hold meetings with program area environmental justice liaisons and review and advise staff regarding appropriate ways to incorporate Title VI and Environmental Justice into their program areas. Staff will also continue to serve as a Title VI/EJ resource for transportation committee members, local government members, and subrecipients. Anticipated products include:

- Title VI/EJ Web site updates;
- Presentations and documents necessary to support Title VI and EJ training activities; and
- Technical support for partners.

## E. Funding Summary

Subtask	TPF <sup>1</sup>	Additional Funding		Total
		Amount	Source	
4.01	\$1,846,000	\$13,000	Local	
<b>Subtotal</b>				<b>\$1,859,000</b>
4.02	\$104,000	\$212,500	RTR	
<b>Subtotal</b>				<b>\$316,500</b>
4.03	\$163,000	\$94,000	FHWA	
		\$81,000	Local	
		\$514,000	RTR	
<b>Subtotal</b>				<b>\$852,000</b>
4.04	\$81,000			
<b>Subtotal</b>				<b>\$81,000</b>
<b>Total</b>	<b>\$2,194,000</b>	<b>\$914,500</b>		<b>\$3,108,500</b>

<sup>1</sup> Transportation Planning Funds (TPF) includes both FHWA PL-112 and FTA 5303 funds. TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.



## *VI. Task 5 – Special Studies and System Operation*

### **A. Objective**

The North Central Texas Council of Governments' (NCTCOG) Transportation Department frequently serves as an added resource to the various cities, counties, transportation authorities, and the Texas Department of Transportation (TxDOT) by conducting and/or participating in a wide range of various travel forecasting, planning, and technical projects referred to as Special Studies. Projects range from local traffic impact analyses to detailed technical support and evaluations for corridors to meet the requirements of the National Environmental Policy Act (NEPA). Providing regional support to transportation providers is critical in the planning, operation, and maintenance of a comprehensive regional transportation system.

A continuing emphasis of NCTCOG's Unified Planning Work Program (UPWP) will be to provide continued technical support to the TxDOT Dallas and TxDOT Fort Worth District Offices, Dallas Area Rapid Transit (DART), the Fort Worth Transportation Authority (FWTA or The T), the Denton County Transportation Authority (DCTA), the North Texas Tollway Authority (NTTA), the Collin County Toll Road Authority (CCTRA) and other public agencies as needed in carrying out detailed corridor studies. Included in these evaluations will be the completion of ongoing corridor studies and assistance with Environmental Assessments (EA) and Environmental Impact Statements (EIS) consistent with the NEPA process and as outlined in the Metropolitan Planning Rules, as well as procedures developed in Task 4.03. Efforts will also be directed at improving levels of transportation decision making by expanding efforts to include a greater emphasis on incorporating the appropriate level of quantitative and qualitative environmental justice analysis procedures as developed in Task 4.04 into planning documents, policies, and activities. It is a goal of this enhanced effort to include a greater emphasis on environmental justice analyses, such as enhanced analytical capabilities and the identification of benefits and burdens on protected classes of the population into planning activities. Coordination with the public

involvement/outreach process will also play a primary role in ensuring the success of this program. A greater focus on environmental justice serves to not only meet the expectations of legislation, but strives to continually improve the transportation planning and decision-making process to ensure that the movement of goods and people is affordable, efficient, safe, and impartial for all patrons.

Emphasis will continue to be placed on providing technical assistance to local governments in transportation subarea studies and comprehensive/thoroughfare planning. NCTCOG serves as an extension of the staff of local governments and is available to provide technical support to maintain and improve transportation planning and to process critical day-to-day information often not available at the local level. Technical support also extends to private-sector enterprises under certain circumstances. Staff will assist with corridor-specific requests for travel data used in private-sector initiated project development through Comprehensive Development Agreements. As these initiatives move forward, staff will work to include these efforts in the metropolitan planning process. Exhibit I-8 of this document outlines the Unified Planning Work Program Policies that will be used to guide the allocation of NCTCOG resources in providing technical assistance.

Planning efforts related to the Land-use/Transportation interface reflect the connections among bicycle and pedestrian mobility, low vehicle miles of travel, and automobile parking. The objective of this effort is to encourage the deployment of transportation facilities and land uses that reduce the average vehicle miles traveled in the region.

On July 6, 2012, the President signed Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) into law. This legislation approves funding for surface transportation projects and continues the surface transportation investment made by the US Congress. While MAP-21 authorizes funding

for many transportation funding categories and specific projects, it also continues the concepts identified in the Intermodal Surface Transportation Efficiency Act (ISTEA), the Transportation Equity Act for the 21st Century (TEA-21), and the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) regarding the cooperative, continuing, and comprehensive regional planning process. MAP-21 requires all Transportation Management Areas (metropolitan areas with populations greater than 200,000) to address congestion management through a process that provides for safe and effective integrated management and operation of the multimodal transportation system. Congestion management is an integral element of the region's transportation planning and programming process. It serves as a guide for implementing both near-term and long-term regional transportation improvements. Also addressed in Task 5 will be the impact of truck traffic, rail freight, and other goods movement in and through the region; support for ongoing local, State, and federal initiatives to address transportation system security; the development of policies, programs, and projects to improve transportation safety; data collection and planning efforts to assess the impact of aviation activity on surface access to aviation facilities and associated improvement needs; regional aviation system planning; and the streamlining and coordination of the planning and environmental review processes to expedite project delivery.

Although not a requirement in the Unified Planning Work Program, management and operations projects that are being managed or carried out by MPO staff are included in the document in addition to planning activities. These projects are included in order to provide a more complete inventory of staff activities and are identified in Tasks 1, 3 and 5. These implementation projects or programs are aimed at reducing congestion and improving air quality in the Dallas-Fort Worth Metropolitan Area.

Transportation Department program areas (3) Congestion Management and Innovative Project Delivery, (4) Transportation Planning, and (9) Environmental Streamlining support these UPWP activities.

## **B. Expected Products**

Expected products include a wide variety of technical reports and documentation summarizing the findings of various travel forecasting and transportation planning efforts conducted as part of this task. Detailed descriptions of the likely products from each subtask are included in each subtask description.

## **C. Previous Work**

### Routine Work Efforts

In pursuit of a comprehensive, safe, and modern regional transportation system, Task 5 work efforts run a gamut from technical assistance and local traffic impact analyses to environmental impact support, goods movement, airport ground access and low-level airspace studies to sustainable development planning and implementation efforts. Routine endeavors for Task 5 concentrated on using the DFW travel model for corridor refinement recommendations, and Mobile Source Air Toxics and Environmental Justice data. (Specific, non-routine regional corridor studies are listed in greater detail in the table below.) Task 5 work also addressed thoroughfare and subarea studies, alternative travel demand modeling and model validation checks. Work group meetings ensured coordination both internally and externally.

Staff continued work on elements of the Congestion Management Process (CMP), including monitoring the regional implementation of Transportation System Management and Intelligent Transportation System goals as outlined in the Metropolitan Transportation Plan. These efforts were coordinated among local governments and the Texas Department of Transportation



(TxDOT), along with Integrated Corridor Management practices. An update of the Regional ITS Architecture was completed. Travel Demand Management (TDM) strategies identified in the CMP were addressed through a number of work efforts such as the analysis of over 90 limited access facility segments, workshops to educate consultants on CMP project implementation, transit coordination meetings, a Single Occupancy Vehicle analysis, and the promotion of other TDM strategies. Operationally, Congestion management programs such as the Regional Traffic Signal Retiming Project continued, and are expected to carry over into FY2016. Partnership programs with TxDOT were initiated for training for quick incident response, peak-period shoulder utilization pilot, and developing response and clearance policies and procedures along a managed lane corridor. Freeway Incident Management and Photogrammetry courses were held for first responders and managers at the local-government level, along with continuing oversight of the Mobility Assistance Patrol Program. A number of programs aimed at travel demand reduction were coordinated and overseen by staff; they include a vanpool program, park-and-ride, and a Regional Trip Reduction program (Try Parking It). These programs will all continue into FY2016 and FY2017.

Land-use and transportation initiatives are also ongoing elements of Task 5. Bicycle and pedestrian planning took place, comprised of collection and development of base Geographic Information System (GIS) data for updating the Regional Veloweb and collection of access-to-rail data in and around transit stations. Staff supported a bicycle and pedestrian advisory committee, researched best practices, and hosted training and other education events. Technical assistance was provided to local communities, not only for bicycle and pedestrian planning, but for sustainable development projects, as well. School siting and other land-use issues were addressed relative to the impacts of transportation. Planning assistance and transportation demographic technical information and data were provided in support of economic development initiatives. These aforementioned activities are ongoing and will carry forward into fiscal years

2016 and 2017. Non-routine work efforts for Bicycle and Pedestrian and Sustainable Development Infrastructure projects are addressed in the table below.

Further work in Task 5 addressed the development of an Asset Management System for which data was collected and analyzed. This information was incorporated into a guide that includes asset management principles and performance measures. Projects were chosen as pilot projects for evaluation using the Asset Management System. The study of the effects of climate change and extreme weather events on transportation infrastructure was undertaken. Regional freight planning and support of the Regional Freight Advisory Committee continued through fiscal years 2014 and 2015. Staff addressed transportation system safety and security through a variety of activities, including working with the US Department of Homeland Security and NCTCOG's Emergency Preparedness Department on a resiliency assessment program, public works emergency response team training, inventorying critical infrastructure, and collecting crash and fatality data. Support for the Air Transportation Technical Advisory Committee continued, as did airport system and surface access to aviation planning. Planning for Livable Military Communities was concluded in FY2014; however, projects related to implementation activities will continue in other subtasks.

Throughout FY2014 and FY2015, certain regional projects were identified as critical transportation needs, requiring advanced efforts to bring them to implementation faster, thereby reducing inflation, meeting air quality goals, and alleviating congestion earlier. These projects addressed all surface modes. Streamlined development took place via technical and planning assistance, environmental coordination, and rail and roadway studies. Approximately 20 projects were addressed during the reporting period. This work will continue in FY2016 and FY2017. And finally, a five-year effort was begun on the creation and implementation of a transportation jobs program for disadvantaged workers and contractors. The work included oversight of a program

to recruit disadvantaged populations for highway construction jobs on transportation improvement projects within or in close proximity to their neighborhoods, for which more than 20 participants have already been placed. Disadvantaged Business Enterprise (DBE) Contractor Mentoring, another element of this work, is designed to provide seminars and mentoring for DBE contractors in order for them to compete for TxDOT contracts. Five firms have entered the program to date. This work will continue in FY2016 and FY2017.

### Non-routine Work Tasks

<b>PROJECT NAME</b>	<b>ACCOMPLISHMENTS TO DATE</b>	<b>REASON FOR CARRYOVER TO FY2016</b>	<b>COMPLETION</b>
SH 183 Corridor Study – SH 199 to White Settlement Road	Interlocal Cooperative Agreement was executed between NCTCOG and the City of River Oaks. Procurement was conducted and a Notice to Proceed was issued for this project.	The project is a multi-year project	FY2017
SH 199 Corridor Study – IH 820 to Fort Worth Central Business District	Began study of the development of a corridor master plan for the SH 199 corridor based on the recommendations of PLMC report. Developed work plan and initiated procurement of a consultant to support the study effort.	Study completion date is scheduled for FY2017	FY2017
Dallas Streetcar	NCTCOG staff served as the Federal Transit Administration grantee providing management and oversight of the TIGER federal funds. Staff helped to obtain environmental clearance for the project and assisted with the Interlocal Agreement between the three partners to guide construction and operations.  NCTCOG participated in the project procurement process and selection of a design-build contractor for construction of the streetcar line, as well as the manufacturer of the streetcar vehicles. The project began construction in October 2012 and revenue service began in April 2015.	Additional funding, technical, and management assistance required for “starter system” operations and line extensions	FY2017
High-Speed Rail-Three Corridors	Through a participation agreement with the TxDOT Rail Division, NCTCOG staff provided technical support for the Houston-to-Dallas-Fort Worth corridor in the areas of alternative technology and preliminary alternative analysis. NCTCOG staff also led various analyses for the portion of the corridor through the Dallas-Fort Worth region. Staff attended various stakeholder and scoping meetings for the projects.	Additional technical and management assistance required	FY2017

PROJECT NAME	ACCOMPLISHMENTS TO DATE	REASON FOR CARRYOVER TO FY2016	COMPLETION
	<p>Downtown Dallas to Houston - As efforts were initiated by the private-sector implementer in FY2014, NCTCOG staff continued to provide support in areas of ridership methodology strategies, public involvement support, and providing data within the Metropolitan Planning Area (MPA), including Census information, aerial photography, and as-built drawings of area infrastructure.</p> <p>Downtown Dallas to Downtown Fort Worth - Early delays in initiation of this project were encountered by TxDOT headquarters due to negotiations and execution of a Memorandum of Understanding (MOU) with the Federal Railroad Administration (FRA). Once the MOU was executed in March 2014, NCTCOG began supporting TxDOT staff in the creation of the Dallas-Fort Worth High Speed Rail Commission and its first meeting in April 2014. NCTCOG provided early data collection efforts to TxDOT and its consultant team, including discussions of ridership modeling strategies. Efforts will continue during FY2015 as the formal NEPA Environmental Impact Statement is initiated by TxDOT and its consultant team, including data collection, development of graphic maps representing RTC policies, ridership modeling, evaluation of alternative alignments and technologies, air quality assessments, and public involvement support.</p> <p>Oklahoma City to South Texas (TOPRS) – As TxDOT and its consultant team completed the TOPRS study in FY2014, NCTCOG staff supported efforts in reviewing preliminary engineering of technology and alignment options serving downtown Fort Worth from Oklahoma City and Austin, reviewed TxDOT’s earlier investigations of ridership estimations, and reviewed TxDOT consultant’s conceptual capital cost estimates. Efforts also included attendance and participation at four TOPRS Technical Committee meetings, attendance and participation in three public meetings, and three meetings with local transit authority staffs.</p> <p>NCTCOG staff provided support for the Dallas-Fort Worth High Speed Rail Commission including technical assistance and meeting support.</p>		

PROJECT NAME	ACCOMPLISHMENTS TO DATE	REASON FOR CARRYOVER TO FY2016	COMPLETION
Regional People Mover Initiative	<p>In FY2014, the Regional People Mover Initiative was launched with a regional workshop forum conducted by NCTCOG staff. A meeting and site tour of the Arlington General Motors (GM) manufacturing facility was also held, as an early data collection activity for future consideration of the GM facility as a people mover test track and pilot project.</p> <p>NCTCOG staff provided technical support and attended various stakeholder meetings intended to advance the Regional People Mover Initiative.</p>	Additional technical and management assistance required	FY2018
Cotton Belt iFi	<p>NCTCOG staff participated in regularly scheduled meetings with transportation agency staff and local government staff in an effort to advance the project. Staff efforts also included working with and advising transportation agency staff during the National Environmental Policy Act process for the TEX Rail project in Tarrant County. Staff assisted with the Federal Transit Administration (FTA) required annual reports and analyses pertaining to the TEX Rail project, including data collection and data analyses. Negotiations with local government officials concerning financial participation in the project were also conducted. Staff prepared and delivered presentations to the Regional Transportation Council and other groups concerning the project.</p>	Additional technical and management assistance required	FY2017
BNSF Irving/Frisco Corridor iFi	<p>NCTCOG staff attended corridor stakeholder meetings and began the process to initiate project work efforts.</p>	Long term project with work anticipated to be initiated in FY 2015	FY2018
Hood County Transportation Plan	<p>Preliminary model validation at the county level completed. Coordination with Hood County officials ongoing, with a possible July 2015 kickoff date.</p>	Project ongoing	FY16-17
Wise County Transportation Plan	<p>Preliminary model validation at the county level completed. Coordination with the County Judge and County Engineer currently ongoing. Work scope and project timeline creation in progress.</p>	Project ongoing	FY16-17
Johnson County Transportation Plan	<p>Preliminary model validation in progress. Meetings with Cleburne and TxDOT officials to discuss local elements that would be part of the larger project. Quarterly updates presented at the Greater Johnson County Transportation Coalition.</p>	Project ongoing	FY16-17
Collin County Outer Loop	<p>Developed draft environmental documents for Segment 3a (DNT to SH 289) and the interchange at US 75.</p>	Project design by Collin County has necessitated changes to environmental documents.	FY2017

PROJECT NAME	ACCOMPLISHMENTS TO DATE	REASON FOR CARRYOVER TO FY2016	COMPLETION
Bicycle/Pedestrian Infrastructure Projects	Completed and closed out one Local Air Quality (LAQ) Project. A notice to proceed for Phase 2 Construction was issued for a LAQ for Park Blvd in Plano. An additional LAQ project for pedestrian improvements to DART stations in Richardson is in design, with a notice to proceed for construction anticipated in FY2016 with completion in FY2017.	Project Ongoing	FY2017
Sustainable Development Infrastructure Projects	Out of 37 Sustainable Development Infrastructure projects, 11 projects were completed and one project was cancelled during FY 2014 and FY 2015. Seventeen projects are underway, of which a Notice to Proceed for construction was issued for six projects and a Notice to Proceed for design was issued for two projects during the past two fiscal years. Agreement was executed for one project, and scope is under development for eight projects.	Project Ongoing	FY2018
Sustainable Development Planning Projects	Out of nine Sustainable Development Planning projects, five planning projects were completed and one project will be cancelled. Three planning projects are underway. Procurement was conducted and a Notice to Proceed was issued for two planning projects during FY 2015.	Project Ongoing	FY2017
Value Pricing Pilot Program	Completed IH 30 Express Lane Survey and Report.		
Aerial Imagery and Data Collection with Unmanned Aircraft System	Hosted two unmanned aircraft workshops to collect industry input towards a preliminary report documenting unmanned aircraft policy for legal operations. The report was finalized and accepted by the aviation technical committee in April 2015.	Project Ongoing	FY2016

**D. Subtasks**

The following subtasks address Special Studies:

**5.01 Regional Transportation Studies**

This subtask provides support in the development and refinement of major regional corridor studies. For corridors identified for improvement in the financially constrained Metropolitan Transportation Plan (MTP), as well as other potential facilities being considered for inclusion in future MTPs, a comprehensive, detailed, and environmentally focused study must be performed at the corridor level.

## Corridor Studies/Environmental Study Support

### *Transportation Planning Funds*

This subtask is ongoing throughout both FY2016 and FY2017, providing support in the development of corridor studies. For corridors identified for improvement in the Metropolitan Transportation Plan (MTP), both in the financially constrained and the illustrative list of projects, as well as other potential facilities being considered for inclusion in future MTPs, a comprehensive, detailed, and environmentally focused study must be performed at the corridor level. These corridor studies are funded by Transportation Planning Funds, unless otherwise noted, and may require environmental analysis, evaluation of existing and/or future infrastructure conditions, or other feasibility assistance. These studies are required by federal regulation and serve as a bridge between the regional planning process and the more detailed environmental analysis and corridor design and engineering phases conducted with partner agencies including Dallas Area Rapid Transit, the Denton County Transportation Authority, the Fort Worth Transportation Authority (The T), the North Texas Tollway Authority (NTTA), and the Texas Department of Transportation (TxDOT).

Where transportation-ended investments are contemplated, reasonable alternative strategies for addressing the transportation demands and congestion at a corridor or subarea level of the Metropolitan Planning Area are identified and evaluated in these studies. The corridor study process provides information to elected officials, technical staff, the business community, nearby property owners, and the general public on the costs, benefits, and impacts of these alternatives so that an informed decision can be made for a corridor improvement strategy. The study process also presents the opportunity to promote a balanced and multimodal transportation network to improve system interoperability and efficiency, and support the goals of the Metropolitan Transportation Plan, along with sustainability, livability, and community land-use objectives. Funding assistance may be requested from the participating agencies and private concessionaires involved in Comprehensive Development Agreement (CDA) efforts.

In addition, this Work Program subtask includes technical assistance enabling NCTCOG to respond to ad hoc requests for information and assistance from local governments, transportation authorities, public agencies, Transportation Management Associations, and private interest groups. TxDOT technical assistance requests, such as on- or off-system arterial corridor analysis projects that help determine pavement design and turning lane storage, are similarly included in this element. Tasks performed as technical assistance usually involve special computer processing and rerunning portions of the travel forecast model to determine travel conditions and assumptions as specified in each individual request. This work is often done for local governments in conjunction with consultants retained by a city to complete a study or project.

Anticipated products of this subtask include:

- Travel demand modeling forecasts for study corridor alternatives and alignment analysis;
- Specialized model runs such as select-link analyses and alternative demographic modeling;
- Report of daily volumes, peak-hour volumes, level of service, vehicle miles traveled, ridership totals, boarding and alighting figures, and other travel model data for studies;
- Travel demand modeling forecasts and forecast results reports with supporting tabulations as required for New Starts applications;
- Travel model networks, Geographic Information System (GIS) shape files, and performance reports as model outputs;

- Coordination meetings that monitor and ensure the continued progress of environmental document completion;
- Corridor-level mobile source air toxics analyses;
- Collection and transmittal of travel model data for potential CDA proposals;
- Environmental study and project updates on the NCTCOG Web site;
- Feedback to sponsoring agencies on review of document recommendations and design schematics prior to federal action;
- Update to the regional tolling analysis that evaluates potential environmental justice impacts;
- Analysis that quantifies potential environmental justice impacts at the corridor level;
- Written statements of support at public meetings and hearings for corridors;
- Assistance to local toll project entities on feasibility studies for potential toll roads;
- Review of feasibility and corridor study components;
- Evaluation of institutional structures necessary to implement proposed toll roads;
- Public involvement activities;
- Coordination of planning activities with regional transportation partners including TxDOT and NTTA;
- Corridor recommendations consistent with the Metropolitan Transportation Plan, the Transportation Improvement Program, and Regional Transportation Council policies; and
- Documentation to guide incorporation of asset management principles, performance measures, and pilot project recommendations in the preparatory, analysis, and decision-making efforts for updates to the Metropolitan Transportation Plan, Congestion Management Process, and the Transportation Improvement Program.

The following is a list of roadway and rail corridor studies in the Dallas-Fort Worth area that may require environmental analysis or other feasibility assistance and would be funded with Transportation Planning Funds. These studies will be conducted based on regional priorities, schedules of partner transportation agencies, and staff and funding availability. This list is not exhaustive of all potential corridor studies, but is included as a guide for projects on which assistance is currently ongoing or is anticipated.

- IH 35W - Tarrant/Denton County
- US 80 - Dallas/Kaufman County
- IH 30 - Tarrant County
- IH 30 – Dallas/Hunt County
- IH 35E - Dallas County
- Loop 9
- SH 161
- SH 190 East Branch
- US 75 - Dallas/Collin County
- IH 820 West - Tarrant County



- IH 30/IH 20 - Parker County
- SH 199 - Tarrant County (north of IH 820)
- IH 345
- IH 35E - Ellis County
- IH 820/US 287 - Tarrant County
- SH 170
- SH 380 - Collin County

#### *Other Funding Sources*

The following projects will be completed using Texas Department of Transportation funds.

- US 75 – Dallas/Collin County
- US 80/IH 635
- City Map (Downtown Dallas Freeway Coordination Study)
- Southern Gateway (US 67/IH 35E)

#### SH 199 Corridor Study from IH 820 to Downtown Fort Worth

##### *Other Funding Sources*

The purpose of this plan is to develop a context sensitive solution and modern engineering concept to recommend phased improvements to increase the livability in the corridor, provide transportation options for different users, and improve drainage. Work efforts will be supported through Surface Transportation Program—Metropolitan Mobility funds and Transportation Development Credits. Consultant services will be used to support this study. Anticipated products include:

- A corridor master plan for SH 199 with an emphasis on economic development opportunities that provide transportation options while maintaining the flow of traffic.

#### North Texas Tollway Authority Feasibility Studies

##### *Other Funding Sources*

During both FY2016 and FY2017, NCTCOG will assist NTTA in providing travel demand modeling for current and future corridor feasibility studies, environmental documents, air quality impact analyses, and traffic and revenue forecasts. NTTA funds have been provided through an inter-local agreement between the two agencies to support this element for corridors listed in the Metropolitan Transportation Plan as well as other potential NTTA corridors being considered for inclusion in future MTPs. NCTCOG will employ the Dallas-Fort Worth Regional Travel Model to provide technical data to NTTA in the analysis of new toll or managed facilities, operational enhancements, capacity improvements, or reconstruction of existing toll roads. Technical data from the travel model including daily volumes, peak-hour volumes, levels of service, and vehicle miles traveled will be provided for use in the refinement of corridor recommendations. Quantifiable Mobile Source Air Toxics and environmental justice data will also be determined for corridor study documents being developed by NTTA.

## Strategic Corridor Initiatives

### *Other Funding Sources*

Under this initiative, NCTCOG staff will continue to provide technical, planning, and environmental assistance to transportation agencies and the Regional Transportation Council to help advance critical regional projects through development, approval, and implementation as soon as possible. The goal of this program is to help reduce cost escalation due to inflation, alleviate congestion faster, and assist in meeting air quality goals. As regional roadway and freight/passenger rail projects continue to increase in complexity, scope, and impacts, the NCTCOG Transportation Department has identified a need to expand its involvement beyond its current planning and programming functions to improve project implementation in the Dallas-Fort Worth region. Throughout FY2016 and FY2017, the program activities will provide assistance to advance all surface modes of transportation including passenger rail, freight rail, and roadway improvements, particularly on those projects that deal with multiple transportation modes. Surface Transportation Program—Metropolitan Mobility funds, Regional Toll Revenue funds, Texas Department of Transportation funds, and Transportation Development Credits will support this effort. Work products will vary depending on the work performed and could include:

- Meeting summaries;
- Comment review; and
- Technical memorandums.

The following is a list of roadway corridors that may be studied in this element:

- IH 35E - Dallas County
- IH 820/US 287 - Tarrant County
- IH 820/SH 121 - Tarrant County
- DFW Connector - SH 114/SH121
- Trinity Parkway
- SM Wright Parkway
- Collin County Outer Loop
- DNT Extension
- Sam Rayburn Tollway
- SH 170
- SH 183
- PGBT
- SH 360 (Tarrant County)
- SH 114 Dallas County
- Loop 12
- IH 635 East
- IH 35E Lowest Stemmons
- IH 35E (IH 635 to US 380)
- Collin County Strategic Transportation Initiative

## IH 35E (IH 635 to US 380)

### *Other Funding Sources*

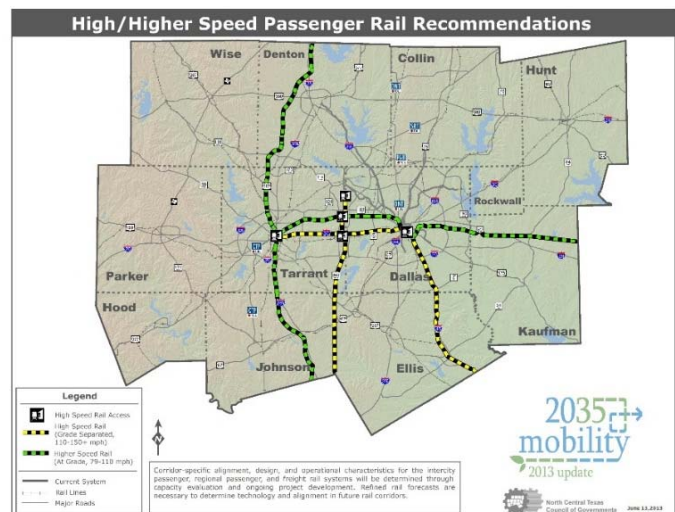
In addition to support activities on this corridor as noted above, staff will also provide support to TxDOT and local partners to help facilitate environmental, design, and funding approvals from FHWA, as well as fulfillment of Senate Bill 1420 objectives and procurement requirements. Staff will work with TxDOT and the project contractor(s) to monitor, evaluate, and modify ongoing corridor traffic management programs or products during construction, if warranted. Regional Toll Revenue funds will be utilized to support this effort and anticipated products include:

- Construction progress reports;
- Presentations and briefings on access management;
- Detour routing; and
- Other construction-related design activities.

## High Speed Rail

### *Other Funding Sources*

NCTCOG staff will provide support to TxDOT, TxDOT consultants and private-sector teams for work activities related to high and higher speed passenger rail within the Dallas-Fort Worth Planning Area Boundary. NCTCOG work activities will be supported with STP-MM funds, Regional Toll Revenue funds, and Transportation Development Credits. Efforts may include all activities associated with planning and implementation of high or higher speed passenger rail in the Dallas-Fort Worth region, as well as activities related to connecting the Dallas-Fort Worth region to other metropolitan areas. RTC Local funds will be used to support project-related travel expenses associated with the Dallas to Fort Worth corridor.



The following products will be delivered during FY2016 and FY2017 as the result of work done on this project:

- Various maps identifying Dallas-Fort Worth region alternatives and Regional Transportation Council policies; and
- Development of ridership modeling analyses for various high speed rail alignments and station locations.

## Regional People Mover Initiative

### *Other Funding Sources*

Throughout the Dallas-Fort Worth region, many opportunities exist for an appropriate technology to serve as a “last mile” connection or distribution system within a mixed-use activity center area. During FY2016 and FY2017, NCTCOG staff, working in collaboration with the many project opportunity owners, stakeholders, and local government and transportation authority partners, will identify the merits of alternative people mover technologies available; assess each regional project opportunity for unique needs, including similarities and synergies; and evaluate the potential for cost efficiencies and savings provided by a single people mover technology and provider. Consultant assistance will be utilized for this initiative. Surface Transportation Program—Metropolitan Mobility funds and Transportation Development Credits will be used. The following products will be delivered as the result of work done on this project:

- Technical memorandums covering evaluation of alternative people mover technologies; and
- Technical memorandums evaluating the needs of the various regional people mover project opportunities.

## Dallas Streetcar System

### *Other Funding Sources*

Working in partnership with the City of Dallas and Dallas Area Rapid Transit (DART), NCTCOG will provide funding and technical assistance, including planning, engineering, and design efforts, in coordination with local, regional, state and federal agencies for Dallas Streetcar starter system extensions. Assistance may also include efforts as needed leading to project implementation and FTA requirements for Satisfactory Continuing Control of original TIGER project. Consultant assistance may be utilized for this initiative. Funding sources include Surface Transportation Program—Metropolitan Mobility and Regional Toll Revenue funds. Anticipated products include:

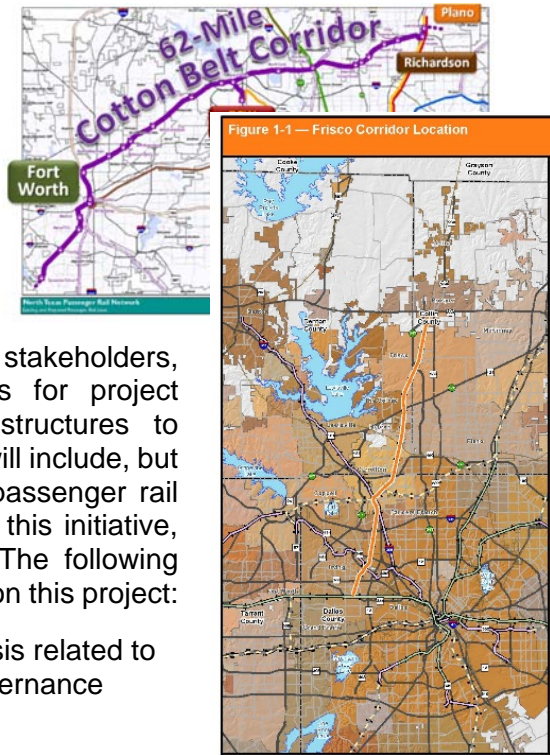
- Grant applications;
- Ridership estimates;
- Environmental analysis; and
- Technical reports.

## Regional Passenger Rail Innovative Finance Initiative

### *Other Funding Sources*

As a continuing effort from FY2015, NCTCOG staff will further investigate innovative funding opportunities to generate revenue for capital and operating cost needs for regional passenger rail systems. NCTCOG staff will coordinate efforts with DART, DCTA, and The T, as well as representatives from local government, state and federal agencies; property owners and developers to investigate the possible funding methods. NCTCOG, working with stakeholders, will explore options under State and local laws for project implementation, and financial and governance structures to advance all regional passenger rail projects. Efforts will include, but are not limited to, the Cotton Belt and the Frisco passenger rail corridors. Consultant assistance may be utilized for this initiative, and Regional Toll Revenue funds will be used. The following products will be delivered as the result of work done on this project:

- Technical memorandums documenting analysis related to project implementation, and financial and governance structure options; and
- Mapping of potential alignment alternatives.



## **5.02 Subarea Studies and Local Government Assistance**

This subtask provides assistance to local governments, including thoroughfare planning support, comprehensive studies, and technical assistance. This includes coordinating with local, regional, State, and federal agencies and assisting in the preparation of environmental and planning documents, as well as working with local governments in developing the transportation component of a city's comprehensive plan or county-wide transportation plan.

### Comprehensive Transportation Planning Studies and Technical Support

#### *Transportation Planning Funds*

This subtask is ongoing throughout FY2016 and FY2017, providing an evaluation of multimodal transportation needs within a specific geographic area or along an arterial or transit corridor. Subarea studies are designed to study a specific issue and allow for a comprehensive assessment of general transportation needs within an area prior to examining system alternatives. A portion of this subtask is dedicated to assisting local governments in developing the transportation component of a city's comprehensive plan or in the development of citywide transportation plans through the delivery of travel forecasts and technical support for these efforts. This subtask includes technical assistance enabling NCTCOG to respond to ad hoc requests for information and assistance from local governments, transportation authorities, public agencies, Transportation Management Associations, and private interests. Due to the large number of similar requests, NCTCOG will prepare countywide subarea forecasts that can be used to assist

local governments with thoroughfare planning needs and to answer many technical assistance questions. Additionally, this subtask allows for coordinated planning efforts that provide travel demand model ridership data and technical analysis to local transit agencies.

Specific projects in this work subtask are listed below. The list is not all inclusive, as additional requests may be considered pending staff and resource availability. The timing in which local governments are ready to begin studies and the availability of NCTCOG staff and consultant assistance drive the scheduling of these efforts. Consultant assistance may be utilized to support these studies, and local governments will be responsible for consultant assistance funding. The policies set forth to guide the activity in this Work Program element are contained in Exhibit I-8.

This Work Program subtask also provides traffic forecasting and technical support for subtasks conducted by other program areas within the department.

Anticipated products include:

- Countywide subarea forecasts and identification of recommendations;
- Thoroughfare planning guidelines;
- Travel demand modeling for study corridor alternatives and alignment analyses;
- Report of daily volumes, peak-hour volumes, levels of service, vehicle miles traveled, ridership totals, boarding and alighting figures, and other travel model data for studies;
- Collection and transmittal of travel model networks, GIS shape files, and performance reports as model outputs;
- Project updates on NCTCOG Web site;
- Incorporation of recommendations into the next Metropolitan Transportation Plan; and
- Regional workshop and service as a regional clearinghouse on roundabouts.

Provided below is a list of ongoing and candidate projects in the Dallas-Fort Worth area which will be conducted or supported based on regional priorities, schedules of partner transportation agencies, and staff and funding availability. This list is divided into three categories that provide a scaled level of NCTCOG staff involvement: Category 1 – NCTCOG is conducting the study; Category 2 – NCTCOG is providing limited analysis and data to support an external study; and Category 3 – NCTCOG is responding to small, ad hoc requests for technical assistance.

### Roadway

#### Category 1

- Hood County Transportation Plan (including Chisholm Trail Parkway Extension)
- Wise County Transportation Plan
- SH174/Eastern Parkway Corridor Study (DL)

#### Category 2

- City of Cleburne Thoroughfare Plan
- Dallas County Major Capital Improvement Program (MCIP)
- City of Dallas Comprehensive Thoroughfare Plan Update

- Tarrant County (Mansfield/Kennedale) Business 287/Kennedale Pkwy Corridor Study
- Dallas County Thoroughfare Plan Update
- Fort Worth Subarea Transportation Plan
- Fort Worth Master Thoroughfare Plan
- Denton County Thoroughfare Plan Update
- Western Tarrant County Transportation Initiative
- Hunt County Thoroughfare Plan
- Rockwall County Thoroughfare Plan Update
- Kaufman County Thoroughfare Planning Support
- East-West Connector for Dallas/Fort Worth International Airport
- Plano Legacy Business Area Transportation Study

Category 3

- Technical Assistance

Transit

Category 1

- Best Southwest Bus/Rail Feasibility Study

Category 2

- No projects at this time

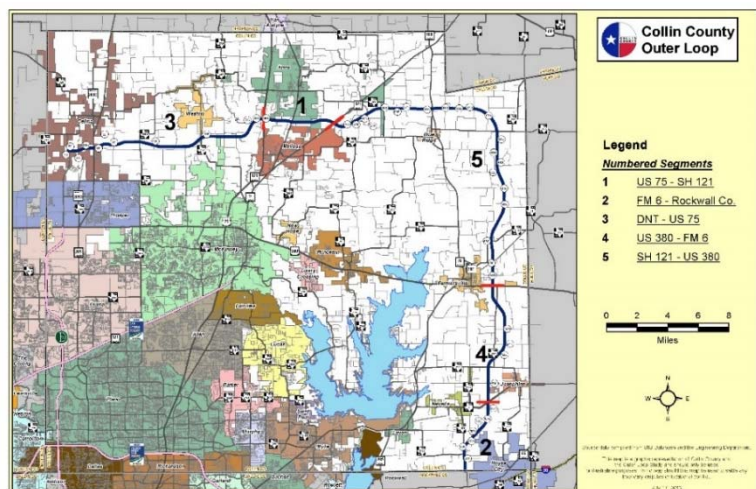
Category 3

- Technical Assistance

Collin County Outer Loop

*Other Funding Sources*

Ongoing throughout FY2016 and FY2017, NCTCOG will continue to assist Collin County with the development and implementation of the proposed Collin County Outer Loop. This includes coordinating with local, regional, State, and federal agencies and assisting in the preparation of environmental and planning documents. RTR funds will be utilized to support this effort and consultant assistance will be utilized. Anticipated projects include:



- Local environmental documents working in collaboration with Collin County staff and consultants.

### 5.03 Land-use/Transportation Initiatives

This subtask is ongoing throughout both FY2016 and FY2017. Work will include various elements, including Sustainable Development Initiatives, Bicycle/Pedestrian Planning, Transit-Oriented Development, and Regional Economic Development Initiatives.

#### Sustainable Development Initiatives

##### *Transportation Planning Funds*

This subtask includes regional, subarea, corridor, and district-level planning along with technical assistance focused on the interface between transportation and land-use. Staff will continue work on the development and implementation of tools related to land use planning principles such as sustainable zoning practices and others, and will host training sessions and develop educational information. Staff will continue to pursue funding opportunities to expand or enhance activities. Anticipated products include:

- Technical assistance to local governments on implementing sustainable development programs and projects such as the development of unified corridor plans, land use analysis, data collection, form-based code review, 3D visualization services, zoning and special district analysis, and planning to promote infill and mixed-use developments; and
- Online information, training, and education on topics related to Green Infrastructure, Sustainable Resource Efficiency, sustainable zoning, and other such topics to assist in growth management and land-use planning.

**SUSTAINABLE DEVELOPMENT IS NOT:**

- connected to the Agenda 21 Movement; nor
- an avenue to promote United Nations Policies; nor
- a challenge to, or restriction of, property rights of land owners.

##### *Other Funding Sources*

Utilizing Regional Transportation Council (RTC) Local funds, staff will continue developing and tracking regional performance measures related to land-use and transportation projects and will also develop future funding programs for implementation. Utilizing Federal Highway Administration (FHWA) Transportation Investment Generating Economic Recovery (TIGER) funds, with RTC Local as a match, staff will support efforts related to school siting and technical assistance. Anticipated products include:

- Funding programs and coordination on regional sustainability/livability grant initiatives;
- Development and implementation of land-use supported funding programs;
- Data collection and performance measure tracking;
- Coordination between Independent School Districts and other stakeholders to engage in regional issues related to school siting, safe routes to school, and various policy and transportation issues;
- Establishment of a regional working group;
- Coordination on growth and demographics;



- Technical assistance and best practices related to school siting, land banking, and transportation connections to schools;
- Safety and education information; and
- Training opportunities for various stakeholders.

The Regional Transportation Council (RTC) selected a series of infrastructure/construction, planning, and land banking projects during three Sustainable Development Calls for Projects (SDCFP) in 2001, 2005-2006, and 2009-2010. Efforts in overseeing pass-through construction dollars will be conducted in conjunction with local governments to better coordinate transportation investments and land use. This program of projects was originally funded by Surface Transportation Program – Metropolitan Mobility (STP-MM) and Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds and was established in 2001, when the RTC selected the first Land-use/Transportation Joint Venture projects. Additional RTC Local funds were programmed to fund these projects through the 2005-2006 Sustainable Development Call for Projects (SDCFP). Regional Toll Revenue (RTR), STP-MM, and local funds were allocated to the program with the 2009-2010 Sustainable Development Call for Projects. In addition to the projects selected through the three Calls for Projects, two other projects have been identified: 1) SH183 Corridor Master Plan – through the Planning Livable Military Communities (PLMC) effort, River Oaks Boulevard (SH183) was identified as a vital regional transportation facility to conduct a corridor master plan to identify costs and constraints associated with implementing community vision; and 2) Northwest Highway and Preston Center Area Plan – in response to a request from the City of Dallas, NCTCOG identified the need to develop an Area Plan at Northwest Highway and Preston Road in Dallas to address various land-use transportation issues in the area to guide future land development policy and transportation investment. Exhibit VI-1 contains the listing of the sustainable development projects still underway. The funds are used to provide:

- Infrastructure projects such as road construction, sidewalks, pedestrian amenities, bike trails, etc.;
- Planning reports developed by consultants; and
- Land purchases.

### **EXHIBIT VI-1**

#### **SUSTAINABLE DEVELOPMENT PROJECTS**

<b>Project Name</b>	<b>Type</b>	<b>Funding Source</b>
Plano Transit Village	Infrastructure	STP-MM/CMAQ/RTC Local
Fort Worth Ridglea Village (Westridge)	Infrastructure	CMAQ/RTC Local
Irving Northwest Corridor	Infrastructure	CMAQ/RTC Local
Fort Worth West Berry Streetscape - Grandmarc Development	Infrastructure	RTC Local
Fort Worth West Rosedale Improvements- Magnolia Green	Infrastructure	RTC Local
Fort Worth US 287 Berry Vaughn	Infrastructure	RTC Local
Dallas Mockingbird Plaza & Midtown/Central/University	Infrastructure	RTC Local

Project Name	Type	Funding Source
Rowlett Downtown Mixed-Use Development	Infrastructure	RTC Local
Carrollton TOD Catalyst Infrastructure Project	Infrastructure	RTR/STP-MM
Dallas Routh Street Underpass	Infrastructure	RTR/STP-MM
Dallas Zang Triangle	Infrastructure	RTR/STP-MM
Dallas Project Paseo	Infrastructure	RTR/STP-MM
Dallas Continental Mixed-Use Development	Infrastructure	RTR/STP-MM
Dallas La Reunion Town Center - The Orleans & The Courtyards	Infrastructure	RTR/STP-MM
Dallas Lake Highlands TOD Multimodal Connectivity Project	Infrastructure	RTR/STP-MM
Farmers Branch Station Area Sidewalks	Infrastructure	RTR/STP-MM
Lewisville Old Town Transit Oriented Development	Infrastructure	RTR/STP-MM
Lewisville Old Town Plaza	Infrastructure	RTR/STP-MM
McKinney Historic Flour Mill Catalyst TOD Project	Infrastructure	RTR/STP-MM
Mesquite Thomasson Square	Infrastructure	RTR/STP-MM
Addison Vitruvian Park Trail Infrastructure Project	Infrastructure	RTR/STP-MM
Colleyville Pleasant Run Pathway Connection	Infrastructure	RTR/STP-MM
Fort Worth Polytechnic/TWU Streetscape Enhancements	Infrastructure	RTR/STP-MM
Fort Worth South Main Urban Village	Infrastructure	RTR/STP-MM
Fort Worth Summer Creek Station TOD	Infrastructure	RTR/STP-MM
Connecting Kennedale: Revitalizing the City Center	Infrastructure	RTR/STP-MM
North Richland Hills Snider Street Extension Project	Infrastructure	RTR/STP-MM
Grapevine Hudgins Street Corridor Roadway & Pedestrian Improvements	Infrastructure	Local/STP-MM
Hurst Bellaire	Infrastructure	STP-MM
Joshua Station TOD Infrastructure Project	Infrastructure	STP-MM
Fort Worth Texas Christian University/Berry Station Area Transit Oriented Development Plan	Planning	RTC Local/STP-MM
Preston Center – Northwest Highway	Planning	RTC Local/STP-MM
SH 183 Corridor Planning Project	Planning	RTC Local/Local

The 2001 projects are coordinated directly between the implementing agencies and the Texas Department of Transportation. Utilizing RTC Local funds, NCTCOG staff will provide oversight for the implementation of the 2005-2006 infrastructure, landbanking, and planning studies. Utilizing STP-MM funds, staff will oversee the implementation of the 2009-2010 infrastructure and planning projects and other planning projects that may be assigned that are project/corridor

specific. Consultant assistance will be utilized to implement planning projects. Anticipated products include:

- Implementation and tracking of infrastructure projects;
- Project tracking and technical assistance to local governments developing sustainable development projects;
- An approved acquisition plan for funded Sustainable Development Landbanking Projects which involve parcel assembly for redevelopment and future use;
- Work scopes for plan procurements; and
- Consultant selection.

### Bicycle and Pedestrian Planning

#### *Other Funding Sources*

The focus of this element is to assist in developing, educate on, and promote bicycle and pedestrian mobility and safety throughout the region. Utilizing Surface Transportation Program—Metropolitan Mobility (STP-MM) funds, Federal Highway Administration (FHWA) Enhancement Program funds, Regional Transportation Council Local funds, other local funds, and Transportation Development Credits, staff will plan facilities for active transportation modes; support and provide technical assistance to local governments and the Bicycle and Pedestrian Advisory Committee (BPAC); advance general data collection, mapping, and a regional bicycle and pedestrian count program. Staff will also develop and provide public education and information related to safety, accessibility, design, and economic impacts of bicycle and pedestrian facilities. It is anticipated that University Partnership Program assistance may be utilized to assist in the development of city-specific bicycle and pedestrian plans. RTC Local funds may be used for planning efforts by the university. Anticipated products include:

- Update of the Active Transportation Planning element for Mobility 2040, including the Regional Veloweb;
- Implementation of a bicycle and pedestrian monitoring and data collection program in the region and coordination with local governments on initiatives;
- Bicycle and pedestrian facility plans associated with transit-oriented development areas, bicycle and pedestrian transportation districts, and corridor-area plans;
- Design guidelines and best practices for on-street and off-street bicycle facilities and shared-use paths, including policies related to context sensitive solutions for multi-modal accommodations within street rights-of-way;
- Healthy initiatives and air quality coordination data;
- Regional Pedestrian and Bicycle Plans;
- Active transportation funding programs;
- Bicycle and Pedestrian Advisory Committee meetings;
- Bicycle and pedestrian public education, research, and information programs;

- Federal and State Active Transportation Programs which may include Transportation Alternative Programs (TAP) such as Transportation Enhancement, Safe Routes to Schools, and Urban Thoroughfares;
- Grant proposals to secure additional program funds or to support regional applications; and
- Technical assistance to cities, towns, and counties including policy guidance, planning studies, data, mapping, technical guidance, and GIS support.

Staff will also oversee the implementation of the Regional Bicycle/Pedestrian Sustainable Development Initiatives projects which utilize pass-through Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds and Transportation Development Credits available to local governments for the implementation of various bicycle and pedestrian projects, and may include, but not be limited to: spot improvements, safety countermeasures, innovative facilities, street reconstruction and rehabilitation as part of bicycle and pedestrian accommodation projects, multi-use trails, signage, pavement markings, traffic signals, and other supportive infrastructure. Staff oversight activities will be supported by STP-MM and local funds and anticipated products include:

- Identification of funding needs and project scopes.

Utilizing RTC Local funds, staff will oversee the Local Air Quality (LAQ) Call for Projects: Bicycle/Pedestrian Infrastructure program which includes construction projects funded in the 2005-2006 Local Air Quality Call for Projects with pass-through dollars that are implemented by local agencies and funded with RTC Local funds. Exhibit VI-2 provides an inventory of these projects remaining for complete implementation.

### **EXHIBIT VI-2**

#### **BICYCLE AND PEDESTRIAN INFRASTRUCTURE PROJECTS**

<b>Project Name</b>	<b>Type</b>	<b>Funding Source</b>
Richardson Sidewalks to DART Rail Stations	Infrastructure	RTC Local
Plano Park Blvd. Pedestrian Bridge/Trail	Infrastructure	RTC Local

Anticipated products include:

- Implementation plan for construction projects; and
- Invoice review and project tracking.

#### Transit-Oriented Development

##### *Other Funding Sources*

The Transit-Oriented Development (TOD) Implementation Group was created through the 2005-2006 Sustainable Development Call for Projects (SDCFP) and is funded by STP-MM funds and Transportation Development Credits. The TOD Implementation Group was established to provide

education, planning, data collection, and research assistance to TOD projects. Under this element, staff will coordinate with public-sector sponsors to evaluate specific needs for the successful implementation of TOD. Additional work will also be conducted to promote TOD in the region and to develop funding strategies and programs. Staff will work on developing job-housing balance strategies and identify and develop best practices for development around various transit modes. A Regional TOD overall strategy will also be developed with local government participation. Anticipated products include:

- Data collection intended to document existing conditions, develop performance measures for long-term transportation and land-use planning for areas surrounding rail stations and other transit supportive modes;
- Meetings of the regional TOD Working Group to facilitate TOD education/training events and implementation strategies among the cities connected by rail transit and transit agencies;
- Research, education, and planning assistance on criteria-related issues such as the impact of the passenger light-rail system on property values in areas near existing rail stations and other transit modes, parking, job-housing balance, typologies, codes, performance measures, and analysis of options for density and design/form-based zoning;
- Technical assistance to develop market assessments and station area plans to promote TOD in the region; and
- A Regional TOD strategy.

### Regional Economic Development Initiatives

#### *Transportation Planning Funds*

This element will provide planning assistance and transportation demographic technical information and data to support economic development initiatives throughout the metropolitan area. Benefactors of this support may include the Office of the Governor; area chambers of commerce; economic development coalitions, authorities, and groups; and public-private sector partnerships when working to attract new business and large industries to the region. Transportation Planning Funds will be used to support these initiatives, as well as non-federal sources of funding as they become available. Anticipated products include:

- Maps;
- Travel times;
- Traffic counts and volumes;
- Various data; and
- Socio-economic information.

#### **5.04 Capital and Operational Asset Management System**

This subtask will continue development of an asset management system that will ultimately help the North Central Texas region maintain a successful balance between preserving and/or upgrading existing transportation assets and efficiently replacing assets of the greatest need.

## Asset Management Data Collection and Analysis

### *Transportation Planning Funds*

This element will proceed with obtaining information about best asset management practices (applied through local governments, metropolitan planning organizations, and transportation providers) and examining tools for storing and analyzing asset data. Steps to determine asset data that is readily available from internal and external sources, prioritizing the asset data (asset types, attributes, etc.), and collecting and organizing the asset data will continue. Additional efforts will include evaluation of options for collecting additional data (which may include development of regional strategies), implementing techniques to increase awareness of the Asset Management System, examining utilization strategies to affect planning and deployment of corridor capacity maximization programs, and identification of potential pilot projects to demonstrate system interoperability and effectiveness. Corridors to be evaluated throughout this period will be based on Metropolitan Transportation Plan and Congestion Management Process guidance and outputs, and information will be used to support various analysis efforts under Subtask 5.01 (Regional Transportation Corridor Studies) and Subtask 5.02 (Transportation Subarea Studies). Corridors to be evaluated include the following:

- IH 20/IH 30 – Parker/Tarrant County
- IH 30 – Dallas/Rockwall County
- IH 345
- IH 35E – Dallas/Denton County
- IH 35E – Ellis County
- IH 35W – Tarrant/Denton County
- IH 820 West – Tarrant County
- SH 161
- SH 360
- US 380 – Collin/Denton County
- US 75 – Collin/Dallas County
- US 80 – Dallas/Kaufman County

Work will be ongoing throughout FY2016 and FY2017 and the following products will be delivered as the result of work done on this project:

- Maps, tables, reports, and presentations which will highlight asset management data analyses; and
- Documentation to guide incorporation of asset management principles, performance measures, and pilot project recommendations in the preparatory, analysis, and decision-making efforts for updates to the Metropolitan Transportation Plan, Congestion Management Process, and Transportation Improvement Program. Concepts and processes identified through work efforts in Subtask 4.03 (INVEST Implementation) will serve as a foundation for these integration initiatives.

### *Other Funding Sources*

This element will provide technical assistance to transportation agencies and the Regional Transportation Council to help advance various regional projects as soon as possible. This effort is part of a NCTCOG Transportation Department need to expand its involvement beyond its current planning and programming functions to improve project implementation in the Dallas-Fort Worth region. Throughout FY2016 and FY2017, Surface Transportation Program—Metropolitan Mobility funds, Regional Transportation Council Local funds, Texas Department of Transportation funds, and Transportation Development Credits, will support work efforts for the following corridors:

- DFW Connector – FM 2499/IH 635/SH 114/SH 121/SH 360
- IH 35E – Lower Stemmons Corridor
- IH 35E/US 67 – Dallas County
- IH 635 East
- IH 820/SH 121 – Tarrant County
- Loop 12
- SH 114 – Dallas County
- SH 183 – Dallas/Tarrant County
- SH 360 – Tarrant County
- Other existing corridors planned for truck lane restrictions or additional freight mobility considerations

The following products will be delivered as the result of work done for this element:

- Meeting summaries;
- TIP/STIP and UTP incorporation efforts;
- Comment review; and,
- Technical memorandums

### **5.05 Congestion Management Planning and Operations**

The Regional Transportation Council (RTC) has selected the following congestion management planning efforts and operational strategies through a series of funding initiatives. The strategies listed below are congestion management directives and special projects that NCTCOG is responsible for implementing and/or administering. Efforts in this subtask will be conducted in conjunction with local governments to better coordinate transportation operations and investments.

#### Congestion Management Process

##### *Transportation Planning Funds*

As required by the provisions of the management system regulation 23 CFR Parts 450 and 500, the Congestion Management Process (CMP) shall be part of the metropolitan transportation

planning process required under provisions of 23 USC 134 and 49 USC 5303. CMP provides for the effective management of new and existing transportation facilities through development and implementation of travel demand and transportation system management strategies, and by providing information to decision makers on system performance and effectiveness of implemented strategies.

The maintenance of the CMP document for the Dallas-Fort Worth Metropolitan Area is a major component of this Work Program subtask. The CMP seeks a “management” solution to a growing traffic problem by targeting resources toward improved performance for infrastructure assets, operational enhancements, and travel demand reduction strategies. Although major capital investments are needed to meet the growing travel demand, the CMP also develops lower-cost strategies that complement major capital recommendations. The result is a more efficient and effective transportation system, increased mobility, and a leveraging of resources.

The CMP is fully integrated into the region’s transportation planning and programming process. With the identification and mitigation of current and future traffic congestion as the foundation of planning and programming decision making, strategies for congestion mitigation are developed, monitored, and updated on the system level (via the Metropolitan Transportation Plan), on the corridor level (via Project Implementation Process documentation incorporated within corridor studies and NEPA documents), and on the project level (via the Transportation Improvement Program). Anticipated products throughout FY2016 and FY2017 include:

- Documentation of the CMP;
- Executive Summary of the CMP;
- Presentations utilizing CMP data and information;
- Maps;
- Project tracking and monitoring system (Project Implementation Process documentation);
- Periodic reports to the Regional Transportation Council and Surface Transportation Technical Committee documenting status of CMP implementation;
- Coordination meetings to monitor and ensure the continued progress of project recommendations;
- Single-occupant vehicle (SOV) analysis on non-regionally significant roadway projects; and
- Integration of project-specific CMP and asset management information for utilization and analysis within corridor studies initiated through Subtask 5.01.

## Transportation System Management and Operations

### *Transportation Planning Funds*

This program is ongoing throughout both FY2016 and FY2017, supporting development of regional Transportation Systems Management and Operations (TSM&O) strategies. It includes strategies such as intersection and signalization improvements, grade separation, freeway bottleneck removal, and Intelligent Transportation Systems (ITS) which will be developed to reduce travel time and enhance system reliability. Anticipated products through the use of TPF dollars include:



- Monitoring, updating, and evaluation of regional TSM&O plans, policies and projects outlined in the Metropolitan Transportation Plan (MTP) and Congestion Management Process (CMP);
- Evaluation of TSM&O projects for inclusion in the Transportation Improvement Program (TIP) consistent with the Regional ITS Architecture;
- Participation in, and monitoring and coordination of Integrated Corridor Management activities to enable a multi-modal, cross-system performance comparison to generate common benchmarks and appropriate agency response options to incidents;
- Support and assistance to regional partners to plan strategies, and promote cooperation and participation in committee meetings;
- Development and monitoring of the implementation of ITS plans, policies, and projects in coordination with regional partner agencies; and
- Evaluation and implementation of vehicle and infrastructure technology.

#### *Other Funding Sources*

This program also uses Surface Transportation Program—Metropolitan Mobility (STP-MM) funds, Federal Highway Administration (FHWA) funds, Regional Transportation Council (RTC) Local funds, and Transportation Development Credits to support activities in this area. Anticipated products through the use of these dollars include:

- Agreements for regional communication, infrastructure, and information sharing, including The Memorandum of Understanding (MOU) between the Dallas-Fort Worth Regional Intelligent Transportation System (ITS) partner agencies;
- Identification and documentation of standards for interagency communication of data and video, and the implementation of Center-to-Center-related software and requirements to facilitate information sharing between agencies;
- Update of the Regional ITS Architecture and development of associated plans and documents;
- Identification of needed ITS integration;
- Collection and verification of data, ensuring that devices and systems are operated and maintained at a level to detect and report accurate information (i.e., speeds, counts, and other data items);
- Evaluation of and improvements to the 511DFW system; and
- Review of statements of consistency with the Regional ITS Architecture.

#### Development of Regional and Corridor-Level TDM Strategies

##### *Transportation Planning Funds*

This element is ongoing throughout FY2016 and FY2017, providing for the planning and development of regional travel demand management (TDM) strategies including, but not limited to, employee trip reduction, carpools/vanpools, park-and-ride, and transportation management associations. Revisions in demographic forecasts and innovations in communication technologies will influence new strategies. This element also supports the development of regional TDM

strategies in the Metropolitan Transportation Plan. Regional travel demand management strategies identified in the Congestion Management Process (CMP) will be applied on a regional level, and additional travel demand reduction strategies will then be evaluated for their application on the corridor and subarea levels. Additional TDM strategies will also be evaluated for their application. At the project implementation level, TDM projects are monitored so they can be added to the regional Transportation Improvement Program (TIP) at the appropriate time with respect to the single-occupancy vehicle facility implementation. Anticipated products include:

- Monitoring of regional TDM goals and strategies outlined in the Metropolitan Transportation Plan and the Congestion Management Process document;
- Support and assistance to regional partners implementing parking technologies and services to better manage parking availability; and
- Maintenance of and updates to the Regional Park-and-Ride Inventory database and map.

### Special Events

#### *Other Funding Sources*

This program is ongoing throughout FY2016 and FY2017, providing planning and implementation activities for various transportation service needs for special events. NCTCOG continues coordination and technical support for local governments, transportation providers, and other key stakeholders in North Central Texas regarding the regional coordination of special event management plans and critical infrastructure needs to support these events. Surface Transportation Program – Metropolitan Mobility (STP-MM) funds and Transportation Development Credits will support this initiative. NCTCOG staff will provide oversight of this program. Anticipated products include:

- An inventory of major special events in the region;
- Coordinated regional partner involvement;
- Implementation of coordinated congestion management strategies associated with special events;
- Funding sources or shared resources identified, and funding agreements executed with regional partners to implement projects; and
- Committee meetings.

### Managed Lane Technology Assessment

#### *Other Funding Sources*

This element is ongoing throughout FY2016 and FY2017. To facilitate efficient operation and toll collection on the managed lanes, the region desires that a technology-based system be implemented to verify auto occupancy. The region plans to utilize advanced technology for vehicle occupancy detection and verification, as well as other equipment to improve the safety and operations of managed lanes. As part of this task, staff will provide assistance with public outreach and education regarding High Occupancy Vehicle (HOV)/managed lane pricing. Staff will also work with regional partners to develop approaches to address the implementation of

occupancy-based tolling and dynamic pricing, and document lessons learned. This element also supports NCTCOG's membership in, and support for research under, FHWA's High Occupancy Vehicle/Managed Use Lane Pooled Fund Study. Regional Transportation Council (RTC) Local funds will be used to support these activities. Anticipated products include:

- Coordination and meetings with partner agencies, as needed;
- Assistance with public outreach and education on HOV/managed lane;
- Assistance in an approach to address implementation and testing of technology; and
- Support for and participation in FHWA High Occupancy Vehicle/Managed Use Lane Pooled Fund Study.

### TxDOT Partnership for Congestion Management

#### *Other Funding Sources*

This program is ongoing throughout FY2016 and FY2017, addressing congestion problems that are a major concern within the Dallas-Fort Worth region and across the state in large metropolitan areas. The Texas Department of Transportation (TxDOT) and NCTCOG recognize that Transportation Systems Management and Operations (TSM&O) can play a significant role in relieving congestion on the transportation system. TSM&O is an essential component of congestion mitigation. It can improve the efficiency of the system by implementing strategies that reduce vehicle demand; integrate operations into roadway design; rapidly clear collisions and stalled vehicles; reduce crashes; better utilize the existing capacity through improved signage, striping and operations; and incorporate active traffic management to provide real-time traffic information to motorists. In partnership with TxDOT, NCTCOG has developed, and will initiate, efforts to pilot new and innovative congestion mitigation strategies in the Dallas-Fort Worth region that could be applicable for other areas of the region and the State. These projects are quick to implement and have measurable results. Congestion Mitigation and Air Quality Improvement Program (CMAQ), TxDOT, and Regional Toll Revenue (RTR) funds will support these efforts. NCTCOG staff will provide project oversight. Anticipated products include:

- Coordination and meetings with partner agencies, as needed;
- Implementation of projects;
- Identification and documentation of performance measures; and
- Scope of activities for the Regional Wrong-way Driving Mitigation Project.

### Value Pricing Pilot Program

#### *Other Funding Sources*

The Value Pricing Pilot Program will establish local programs and gather information about the role that various types of value pricing methods can play in improving the efficiency of transportation systems and in dealing with congestion, pollution, energy, and other problems related to automobile use in congested areas. This pilot program will be implemented on the IH 30 test corridor, which is the region's permanent test corridor. This project will utilize funding from the Federal Highway Administration and contributions from local partners. Anticipated products include:

- Implementation of a pilot to develop incentives to change travel behavior such as mode and time of travel;
- Evaluation of the effectiveness of several types of incentives encouraging drivers to seek alternatives to driving alone or during the peak periods;
- Use of technology to collect actual travel patterns to determine how managed lanes impact all users, including low-income populations; and
- Coordination with partner agencies.

### Freeway Incident Management (FIM) Training

#### *Other Funding Sources*



This program is ongoing throughout FY2016 and FY2017, providing training for agencies responsible for managing and clearing traffic incidents. This training has been demonstrated to improve responder and motorist safety, and to significantly reduce the length and size of roadway closures. The Dallas-Fort Worth area was the first area in the nation to formalize the training process to reach out to all responders and generate improvements in the management of traffic incidents. The goal of NCTCOG FIM training is to initiate a common, coordinated response to traffic incidents that will build partnerships, enhance

safety for emergency personnel, reduce upstream traffic accidents, improve the efficiency of the transportation system, and improve air quality in the Dallas-Fort Worth region. By implementing best practices techniques throughout the region, clearance times can be reduced by as much as 40 percent. Such an improvement will reduce the impact of congestion, improve regional air quality, and improve the safety and efficiency of travel for all residents and visitors in the area. Congestion Mitigation and Air Quality Improvement Program (CMAQ) funds, Regional Transportation Council (RTC) Local funds, and Transportation Development Credits support this program, and consultant services will be utilized. Anticipated products include:

- FIM First Responder and Manager’s Courses and FIM Executive Level Courses;
- Basic and Advanced Photogrammetry Training workshops;
- Commercial Vehicle Enforcement Training and Equipment;
- Incident Management Equipment Replacement Call for Projects; and
- Support of general training and educational projects that promote the implementation of strategies that mitigate traffic incidents.

### Mobility Assistance Patrol Program (MAPP) Administration

#### *Other Funding Sources*

This program is ongoing throughout FY2016 and FY2017, providing assistance to motorists by helping them to move disabled vehicles from the main lanes of regional highway/freeway facilities and ultimately getting the vehicles operating or off the facility completely. The assistance is provided free of charge to the



motorists and includes such services as assisting with flat tires, stalled vehicles, and minor accidents. MAPP coverage is focused on congested roadway systems in Dallas, Tarrant, and portions of Collin and Denton Counties and is operated by the Dallas County and the Tarrant County Sheriffs' Offices. MAPP coverage is also provided by the North Texas Tollway Authority on regional toll facilities, and by private-sector partners on corridors they operate. Surface Transportation Program—Metropolitan Mobility funds and Transportation Development Credits support this program, and consultant services may be utilized. NCTCOG staff will provide program oversight. Anticipated products include:

- An assessment of the current program to ensure that the program is operating as efficiently as possible; and
- Documentation of program performance.

## Regional Trip Reduction and Vanpool Programs

### *Other Funding Sources*

These programs are ongoing throughout FY2016 and FY2017. Both programs are designed to reduce employee commute vehicle trips. The Regional Trip Reduction Program (RTRP) is

tryparkingit.com



voluntary and aimed at educating private and public employers in the region, with 100 or more employees, about available Travel Demand Management (TDM) programs and strategies that reduce single-occupancy vehicle (SOV) trips for work purposes. The strategies promoted under the RTRP include rideshare (carpool and vanpool) programs, telecommuting and flexible work-hour programs, transit pass subsidies, bicycling and similar strategies. The Try Parking It website, [www.tryparkingit.com](http://www.tryparkingit.com), the region's ride-matching and commute tracking application is a major component of the RTRP. The newest addition to the RTRP offerings is [www.DFWConnectARide.com](http://www.DFWConnectARide.com), the region's first casual carpooling Web site. DFW Connect-A-Ride was developed as part of the Value Pricing Pilot Program along IH 30.

The Regional Vanpool Program is one of the major rideshare programs for trip reduction, providing a "shared ride" alternative to SOV travel for commuters traveling long distances or in areas with limited or no fixed-route service. The current Regional Vanpool Program is operated by Dallas Area Rapid Transit (DART), the Fort Worth Transportation Authority (The T), and the Denton County Transportation Authority (DCTA).

Surface Transportation Program—Metropolitan Mobility (STP-MM) funds, local funds, and Transportation Development Credits will be utilized for these programs. NCTCOG staff will provide management and oversight of the programs. Anticipated products include:

- Direct employer outreach to educate employers on available TDM strategies and assist them in establishing and/or strengthening alternate commute programs in the workplace;
- Maintenance of the RTRP performance database;

- Updated and improved functionality of the Try Parking It Web site;
- Promotion of NCTCOG's Try Parking It Web site and DFW Connect-A-Ride Web site to increase the number of users in the programs;
- Coordination of vanpool budget and invoice activities;
- Quarterly Regional Transit Coordination meetings with Dallas Area Rapid Transit (DART), the Fort Worth Transportation Authority (FWTA), and the Denton County Transportation Authority (DCTA); and
- Monitoring and publication of ridership, VMT reduced, and emission reductions performance measures.

### Regional Traffic Signal Retiming Project

#### *Other Funding Sources*

This project is ongoing throughout FY2016 and FY2017. Congestion Mitigation and Air Quality Improvement Program Funds (CMAQ), Regional Transportation Council (RTC) Local funds, other local funds, and Transportation Development Credits will be utilized. The Regional Traffic Signal Retiming Project targets the improvement of the arterial transportation system, including frontage roads, in the Dallas-Fort Worth region. NCTCOG has two consultants to implement the Regional Traffic Signal Retiming Project (RTSRP). Staff worked with public sector partners to select corridors to include in this project. The corridors were selected based on several factors, including but not limited to, high volumes, regional distribution, and previously funded and unfunded projects. NCTCOG staff will continue implementation of the project through coordination with public-sector partners to select additional corridors for signal retiming improvement. This project also includes the installation of minor intersection equipment. Staff will work with partner agencies to identify where these improvements are needed. NCTCOG staff will provide oversight of this project. Anticipated products include:

- A baseline analysis;
- Recommendation and implementation of low-cost capital improvements;
- Implementation of signal retiming plans;
- Identification and support for the implementation of major and minor improvements;
- An analysis of improved conditions;
- Monthly progress meetings with consultants and TxDOT, as well as meetings with cities and consultants as appropriate; and
- Review of corridor reports, project summary reports, consultant invoices and progress reports.

### **5.06 Regional Freight Planning**

#### *Other Funding Sources*

This subtask is ongoing throughout FY2016 and FY2017, assessing the impact of truck traffic, rail freight, and other freight movement issues within and through the DFW



region. This task includes the collection and analysis of data pertaining to freight mobility and safety. These tasks will include continued coordination with private-sector partners in the trucking, rail, and freight forwarding businesses. Surface Transportation Program–Metropolitan Mobility, Texas Department of Transportation, and Regional Transportation Council (RTC) Local funds will be utilized to support this project. Anticipated products include:

- Bi-monthly Regional Freight Advisory Committee (RFAC) meetings;
- Regional Transportation Council Intermodal/Multimodal/High Speed Rail/Freight Subcommittee meetings, as needed;
- Support to the USDOT Federal Highway Administration for various projects as needed;
- Monitoring of truck-lane restriction corridor conditions;
- Various reports and studies regarding freight conditions in the DFW region, including a Regional Hazardous Materials Route Study; and
- Recommended follow-up studies identified in Freight North Texas: The North Central Texas Regional Freight System Inventory.

## **5.07 Transportation System Security and Emergency Preparedness**

### *Transportation Planning Funds*

This program is ongoing throughout FY2016 and FY2017, supporting ongoing local, State, and federal initiatives to address transportation system security and emergency preparedness planning. NCTCOG continues a dialogue among local governments and transportation providers in North Central Texas regarding the regional coordination of response plans, response capabilities, and emergency medical services in the event of a major incident. Staff also provides technical transportation data needed to support these planning efforts, as well as to facilitate the coordination of various transportation providers and planning agencies. NCTCOG's Transportation Department will continue to support the Emergency Preparedness Department in developing/enhancing regional emergency preparedness capacity as it relates to utilization of Intelligent Transportation Systems (ITS) or transportation management tools, and infrastructure protection by developing a framework for response and contingency planning due to the unexpected loss or intentional removal of roadway capacity. Scenario modeling may identify the impact to parallel or complementary routes for strategic corridors in the region to help determine potential temporary or interim traffic management solutions. Anticipated products include:

- Support and assistance to agency and regional partners, including monitoring of activities, promotion of regional coordination, and committee meetings;
- Interaction and cooperation between Emergency Responders and Transportation staff;
- Technical transportation data, performance analyses, and planning services related to transportation security;
- Infrastructure protection (identifying transportation critical items or elements including recommending vulnerability analyses on regional facilities and services); and
- Transportation Resource Support for mass evacuation events.

## 5.08 Roadway and Railroad Safety

This subtask is ongoing throughout FY2016 and FY2017, supporting planning efforts to develop safety policies, programs, and projects.

### Transportation Safety Planning

#### *Transportation Planning Funds*

Staff coordinates with the Regional Safety Advisory Committee, the Texas Department of Transportation, Department of Public Safety, Federal Highway Administration, local governments, and other partners to develop strategies for data collection, analysis, and archiving. These partners also assist in developing policies, programs and projects to improve safety related to the transportation system. Anticipated products include:

- Collection, maintenance, and analysis of regional safety data including: crash data from TxDOT's Crash Records Information System (CRIS), fatality data from the National Highway Traffic Safety Administration (NHTSA) Fatality Analysis Reporting System (FARS), and hazardous material spill data from the National Response Center (NRC);
- Regional Safety Information System implementation activities;
- Monitoring the implementation of activities outlined in the Intersection Safety Implementation Plan (ISIP) for the NCTCOG region as funding becomes available, and participating in the development of a statewide ISIP;
- Annual Safety Program performance measures;
- Safety-related education and training courses for member agencies; and
- Analysis of crash data and recommendation of safety improvements at high-crash locations.

#### *Other Funding Sources*

Surface Transportation Program–Metropolitan Mobility (STP-MM) and Transportation Development Credits will also be utilized to support this program. Anticipated products include:

- Procurement of a Regional Safety Information System application tool.

### Railroad Crossing Coordination

#### *Other Funding Sources*

This element is ongoing throughout FY2016 and FY2017 and includes the identification, planning, and implementation of rail crossing projects throughout the DFW region. Surface Transportation Program–Metropolitan Mobility and RTC Local funds will be utilized to support this project. Anticipated products include:

- Development and implementation of the regional banking program;



Source: Railroad Controls Limited, 2006



- Analysis of rail safety data to identify target areas for educational efforts;
- Public outreach and education efforts in the region; and
- Enhanced regional partnerships.

## **5.09 Regional Aviation Planning and Education**

This Work Program subtask includes planning for the regional aviation system and the surface transportation system that links aviation facilities to the region. In addition, efforts to enhance and expand education and outreach regarding careers in aviation are included.

### Surface Access to Aviation

#### *Transportation Planning Funds*

This element is ongoing throughout FY2016 and FY2017. Work includes data collection and planning efforts to assess the impacts of growth and development of surface access infrastructure to aviation facilities and associated improvement needs. This item includes a review of travel-time contours, air cargo trends and connectivity, and land-use implications surrounding commercial and general aviation facilities. This project also includes input to the Regional Transportation Council and the Air Transportation Technical Advisory Committee, as well as the Metropolitan Transportation Plan (MTP). Anticipated products include:

- Documentation of surface access to aviation impacts;
- Inventory and data collection of infrastructure improvements;
- Analysis and recommendations for infrastructure improvements affecting aviation; and
- Travel-time contours for commercial and general aviation facilities.

### Regional Aviation System Planning

#### *Other Funding Sources*

This element is ongoing throughout FY2016 and FY2017 and includes continuous system planning efforts and implementation of the Regional General Aviation and Heliport System Plan. Ongoing technical assistance to local governments and stakeholders for development recommendations and preservation of the North Central Texas regional aviation system is provided. Coordination with State and federal governments and aviation stakeholders will be completed to provide input to the National Plan of Integrated Airport Systems, the Texas Airport System Plan, and North Central Texas Council of Governments' documents (such as the Metropolitan Transportation Plan). Airport system evaluation may include demand forecasting and capacity assessments. This project is funded through RTC Local funds and anticipated grant funding provided by the Federal Aviation Administration (FAA). RTC Local funds will also be used to support staff participation in aviation planning activities such as industry conferences, professional organizations, and professional development. Anticipated products include:

- Air Transportation Technical Advisory Committee meetings;
- Stakeholder meetings and associated outreach materials;
- Implementation of the Regional General Aviation and Heliport System Plan;

- Aviation system performance measures;
- Collection of geospatial data related to airport infrastructure;
- Geographical Information System (GIS) Web interface;
- Monitoring of compatible development surrounding airports including obstructions;
- Aviation environmental planning tools such as noise modeling and wildlife tracking; and
- Evaluation of impacts of unmanned aircraft systems (UAS) on the regional aviation system.

### Unmanned Aircraft Systems (UAS) Pilot Project

#### *Other Funding Sources*

This element will be completed in FY2016. It includes the collection of digital aerial imagery with an unmanned aircraft system, in partnership with local partners around transportation assets, to extract geospatial features. This data will be used to analyze ground transportation and airport infrastructure. The anticipated value of this project will demonstrate cost savings by utilizing a UAS to collect orthoimagery and produce deliverables suitable to enhance transportation planning. This project is funded through RTC Local funds for aviation data collection and STP-MM and RTC Local funds for imagery and transportation data collection. Anticipated project deliverables include:

- Six-inch resolution (or better) color digital orthophotography for a sample project area in North Central Texas;
- Geospatial data such as shape files, layers, and geodatabases for surface transportation infrastructure and certain airport-related infrastructure; and
- Documentation of project findings as a resource for the use of UAS.

### Aviation Education Integration and Outreach

#### *Other Funding Sources*

This element is ongoing throughout FY2016 and FY2017 and describes implementation and outreach efforts associated with recommendations from the North Texas Aviation Education Initiative study completed in 2010. Facilitation for development of regional aviation programs, as well as a variety of outreach strategies to local students, will be conducted. These efforts are funded through a combination of grants, RTC Local funds, and industry partnerships. Anticipated products include:

- Participation in aviation advisory committees and presentations to school boards;
- Enhancements to NCTAviationcareers.com;
- Aviation workforce data analysis;
- Aviation education outreach events;
- Program curriculum development and facilitation; and
- Regional workshops with educators, industry stakeholders, and policy officials.

## Airport Cooperative Research Program (ACRP) 03-37

### *Other Funding Sources*

This element will utilize funding from the Federal Aviation Administration and will be completed in FY2016. This work is included as part of the Airport Cooperative Research Program Project 03-37, Using GIS for Collaborative Land-Use Compatibility Planning Near Airports. NCTCOG will assist other external project partners as a subcontractor to help develop a guidebook of evidence-based best practices, training materials, and outreach materials to foster ongoing stakeholder collaboration for airport land-use compatibility. This project is needed to assist airports, local governments, and other stakeholders in using GIS to help protect safety, health, quality of life, and public investments related to airports in or near local jurisdictions. Anticipated products include:

- Inventory of existing literature and best practices for airport compatibility planning using GIS;
- White paper and technical documentation for specifications, regulatory factors, and funding sources on airport land-use planning and GIS;
- Surveys and participation in focus groups with stakeholders;
- Training and public outreach materials; and
- Documentation of project deliverables and reports.

## **5.10 Regional Military and Community Coordination**

This Work Program subtask includes the planning and implementation of programs to support regional military and community coordination.

### Naval Air Station Fort Worth, Joint Reserve Base Land Use and Community Outreach Implementation

#### *Other Funding Sources*

Participating local governments include, but are not limited to, Tarrant County and the cities of Benbrook, Fort Worth, Lake Worth, River Oaks, Westworth Village, and White Settlement. The interjurisdictional partnership is based on the identification of actions that can be taken jointly by the community and the installation to promote compatible development, and address current and future encroachment as identified through the Joint Land Use Study. This element is ongoing throughout FY2016 and FY2017. Regional Transportation Council Local and other local funds will be utilized to support activities in this area. Anticipated products include:

- Community outreach meetings;
- Tracking of bills proposed in the state legislature;
- Regional Coordination Committee (RCC) Development Review Web tool project inventory and comments;
- At least four RCC meetings and RCC Officer meetings; and
- Documentation and presentation material for forums, workshops, and meetings.



## Regional Joint Land-use Study

### *Other Funding Sources*

The Department of Defense Office of Economic Adjustment (DOD OEA) funds planning studies to identify recommendations to maintain military operations and support compatible development surrounding military installations. NCTCOG received funding from the DOD OEA in FY2015 to conduct a Regional Joint Land-use Study (JLUS). The Regional JLUS will update the JLUS previously conducted for NAS Fort Worth, JRB, and analyze encroachment issues common to additional military facilities throughout the region. Staff anticipates procuring a consultant to assist with technical work. RTC Local funds will also be used for this project. Anticipated products include:

- Inventory of current and future land uses surrounding regional military installations;
- Recommendations for storm water drainage best practices near military airfields;
- Model ordinances related to airport overlay zoning and regulating the location of potential flight hazards;
- Outreach documents and presentations to stakeholder groups; and
- Grant management requirements.

## **5.11 Regional Job Opportunity Pilot Program**

Over the next three-year period, NCTCOG staff proposes to track the creation, implementation and evaluation of a proposed jobs program oversight model, known as the Regional Jobs Opportunity Pilot Program (RJOPP). This is an ongoing subtask for FY2016 and FY2017. The program has three elements:

### Highway Construction Labor Preparation

#### *Other Funding Sources*

The goal of this element is to recruit disadvantaged populations, who have some prior construction experience, to perform various highway construction jobs for transportation improvement projects located within, or in proximity to their neighborhoods. NCTCOG will provide oversight of this program. Elements of this program include community outreach, job placements, and monitoring of program effectiveness, relative to job outcomes. Consultant services have been procured to assist with this task, and NCTCOG will oversee program initiatives. This task will be funded with Texas Department of Transportation funds. Anticipated products include:

- A case management database to link contractor needs with experienced worker skill sets; and
- Tracking mechanism(s) for participants.

### DBE Contractor Mentoring

#### *Other Funding Sources*

The goal of this element is to enhance minority contractors' abilities to effectively compete for highway construction jobs. Mentoring opportunities will be coordinated through the TxDOT and

North Texas Tollway Authority Joint Cooperative Inclusion Plan. Consultant services have been procured to assist with this task, and NCTCOG will oversee program initiatives. This task will be funded with Texas Department of Transportation funds. Anticipated products include:

- A Needs Assessment identifying those professional areas where training/coaching may increase contractor bidding effectiveness;
- A Business Action Plan for each participating Disadvantaged Business Enterprise (DBE) contractor; and
- A tracking mechanism for program participants.

#### Small-scale Construction Field Experience Opportunities

##### *Other Funding Sources*

The goal of this element is to offer disadvantaged participants opportunities for small-scale construction field experience. This initiative places disadvantaged individuals who receive training through one of TxDOT's recognized training programs on highway construction projects. These construction projects include, but are not limited to, beautification and aesthetic treatments, and maintenance and safety work. Consultant services may be used for this task, and NCTCOG will oversee program initiatives. This effort will be funded with Surface Transportation Program – Metropolitan Mobility (STP-MM) funds. Anticipated products include:

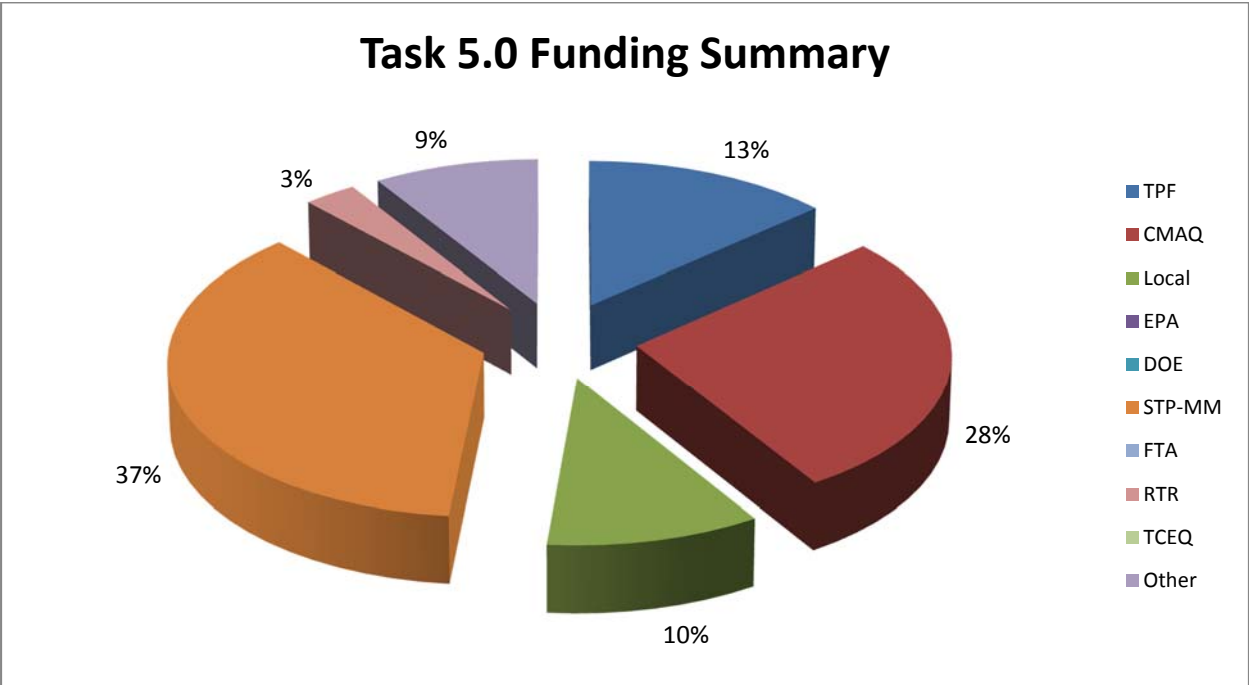
- An Interlocal Agreement with one or more local governments to participate in this program; and
- An evergreen contract with one or more construction contractors to meet some of the contractors' general laborer needs on small-scale construction projects.

## E. Funding Summary

Subtask	TPF <sup>1</sup>	Additional Funding		Total
		Amount	Source	
5.01	\$742,000			
		\$45,000	Local	
		\$41,000	NTTA	
		\$315,000	RTR	
		\$1,398,000	STP-MM	
		\$509,000	TxDOT	
<b>Subtotal</b>				<b>\$3,050,000</b>
5.02	\$988,000			
		\$71,000	RTR	
<b>Subtotal</b>				<b>\$1,059,000</b>
5.03	\$447,000			
		\$154,000	CMAQ	
		\$337,000	FHWA	
		\$1,497,000	Local	
		\$1,423,000	STP-MM	
<b>Subtotal</b>				<b>\$3,858,000</b>
5.04	\$171,000			
		\$78,000	Local	
		\$435,000	STP-MM	
		\$32,000	TXDOT	
<b>Subtotal</b>				<b>\$716,000</b>
5.05	\$562,000			
		\$6,995,000	CMAQ	
		\$375,000	FHWA	
		\$672,000	Local	
		\$365,000	RTR	
		\$5,309,000	STP-MM	
		\$236,000	TXDOT	
<b>Subtotal</b>				<b>\$14,514,000</b>
5.06				
		\$69,000	Local	
		\$725,000	STP-MM	
		\$113,000	TxDOT	
<b>Subtotal</b>				<b>\$907,000</b>
5.07	\$66,000			
<b>Subtotal</b>				<b>\$66,000</b>

Subtask	TPF <sup>1</sup>	Additional Funding		Total
		Amount	Source	
5.08	\$374,000	\$14,000	Local	
		\$106,000	STP-MM	
<b>Subtotal</b>				<b>\$494,000</b>
5.09	\$153,000	\$195,000	FAA	
		\$199,000	Local	
		\$40,000	STP-MM	
<b>Subtotal</b>				<b>\$587,000</b>
5.10		\$455,000	DOD	
		\$123,000	Local	
<b>Subtotal</b>				<b>\$578,000</b>
5.11		\$53,000	STP-MM	
		\$44,000	TXDOT	
<b>Subtotal</b>				<b>\$97,000</b>
<b>Total</b>	<b>\$3,503,000</b>	<b>\$22,423,000</b>		<b>\$25,926,000</b>

<sup>1</sup> Transportation Planning Funds (TPF) includes both FHWA PL-112 and FTA 5303 funds. TxDOT will apply transportation development credits sufficient to provide the match for FHWA PL-112 and FTA Section 5303 programs. As the credits reflect neither cash nor man-hours, they are not reflected in the funding tables.



## *VII. Strategic Regional Initiatives*

Staff has identified strategic regional initiatives directed toward innovative methods of funding and implementing transportation improvements in the North Central Texas region to offset the decline in federal and State gas tax revenues and help expedite project implementation. One of these non-traditional methods focuses on techniques to capture the increase in the value of real property brought about by the public-sector funding of highway and transit improvements. Staff will pursue funding for these efforts through various sources such as partnerships with transportation providers, as well as State and federal grant opportunities that may arise, which will be categorized as Revenue Center 6 funding when received. A second example is the sale or trade of Transportation Development Credits. Under State law, the Regional Transportation Council can sell Transportation Development Credits to other Metropolitan Planning Organizations in the state and the Texas Department of Transportation. Below is a summary of the strategic initiatives that will be pursued once available funding is identified.

Transportation Innovative Finance Initiative Opportunities – Building on the work conducted for the Cotton Belt Innovative Finance Initiative, this effort will continue to investigate revenue opportunities for various transportation corridors. This includes High Speed Rail to Houston, and Oklahoma City, Austin, and San Antonio, and between Dallas and Fort Worth. The Regional Transportation Council is ready to explore regional rail implementation in other corridors in North Central Texas.

The project will identify viable revenue sources appropriate for both capital and operation and maintenance costs for various proposed transportation infrastructure projects. Proposed transportation infrastructure projects include roadway, public transportation, and multimodal projects. The effort will: (1) analyze various revenue strategies; (2) coordinate with local governments and transportation partners through regularly scheduled meetings; (3) assess the existing conditions and potential opportunities for innovative funding opportunities; (4) evaluate capital and operation and maintenance costs for various projects; and (5) prepare a formal report identifying a recommended funding plan for various projects. The public-at-large will be involved in this process as well since Transportation Development Credits need to be presented to the public at major milestones. Consultant assistance is anticipated.



## *VIII. Overview of Work Program Funding*

The work described in this document will be accomplished during the period October 1, 2015 to September 30, 2017. This work will be a cooperative effort between government agencies at four levels—local, regional, state, and federal—and will be funded in some manner by each of the participants. These activities will also involve private-sector groups including citizens, companies, interest groups, and various associations of these three. This Work Program is prepared with requests, guidance, and cooperation from the principal local agencies in the region.

The transportation planning process is a collection of resources that can be called upon by local governments to assist and supplement their capabilities whenever necessary to meet needs for solving increasingly more complex transportation problems. The FY2016 and FY2017 Unified Planning Work Program (UPWP) reflects the Metropolitan Planning Organization's (MPO) goals to meet MPO planning requirements and guidelines reaffirmed by Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21); to aid in the implementation of projects contained in the Metropolitan Transportation Plan through an efficient, cost-effective, and equitable system of project programming and prioritization in the Transportation Improvement Program; to develop and implement a regional congestion management process; to continue to support regional efforts to improve air quality; to coordinate regional aviation planning activities; and to assist local governments and transportation providers with various transportation planning activities. Efforts will continue on the monitoring and researching of new travel forecasting and transportation planning techniques to provide the most efficient and effective solutions available for meeting the region's transportation needs.

### **Disadvantaged Business Enterprises**

Participation by Disadvantaged Business Enterprises (DBE) to plan and provide technical and transportation services is encouraged by the North Central Texas Council of Governments

(NCTCOG). In this regard, NCTCOG has established a Transportation Department-wide overall Disadvantaged Business Enterprise (DBE) goal of 25 percent of the final negotiated contract amount for participation on the part of socially and economically disadvantaged individuals in USDOT-assisted projects. Specific DBE goals are established for each procurement, dependent upon the type of services being procured. Consultant firms are encouraged to provide their contact, areas of expertise, and DBE certification information to the North Central Texas Council of Governments (NCTCOG) for Request for Proposal (RFP) notifications. In addition, a DBE list is maintained, based on information provided by firms, and provided as part of the RFP. Assurance is also given that, in accordance with Title VI of the Civil Rights Act of 1964, NCTCOG will not discriminate against any person on the grounds of race, color, age, sex, disability, or national origin.

### **Proposed Budget**

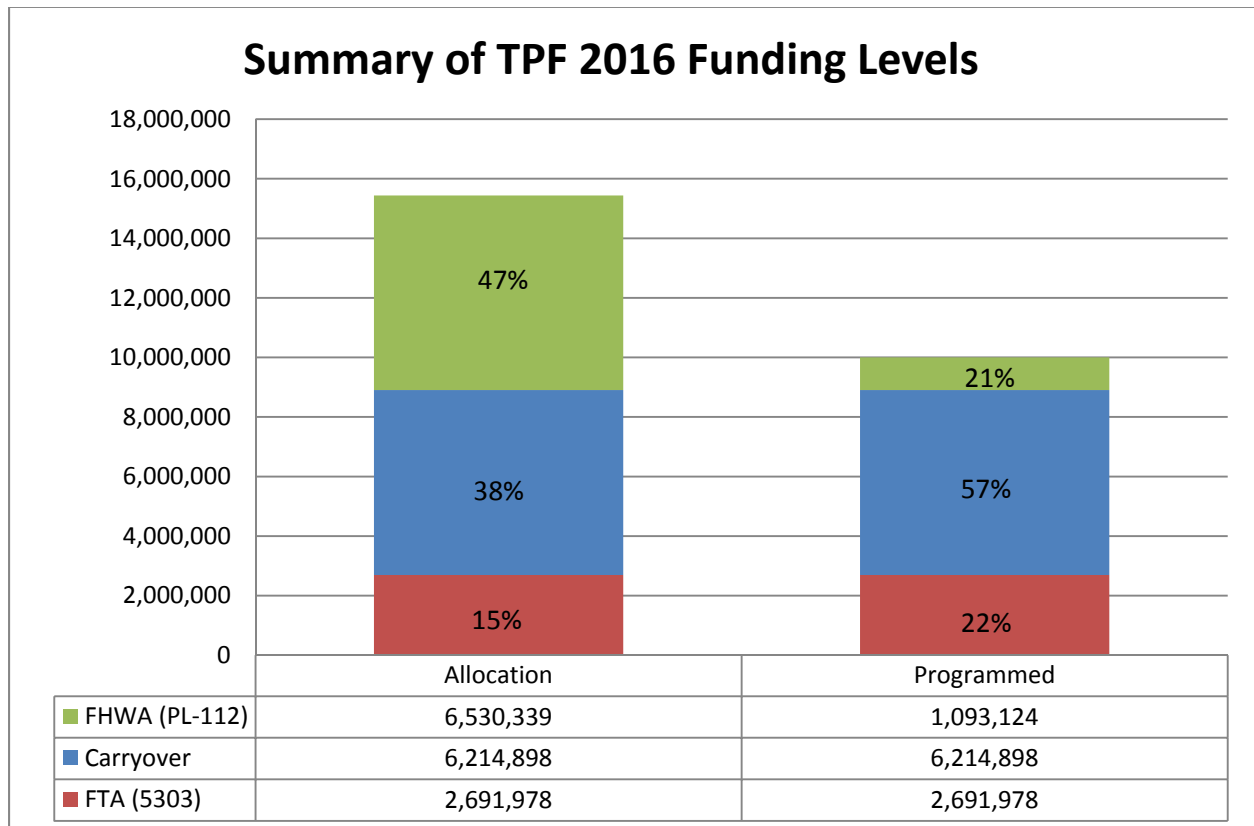
This section summarizes the budget for the FY2016 and FY2017 Unified Planning Work Program. Financial support for Fiscal Years 2016 and 2017 will be provided from a number of sources including the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Texas Department of Transportation (TxDOT), the Texas Commission on Environmental Quality (TCEQ), Environmental Protection Agency (EPA), Department of Energy (DOE), Federal Aviation Administration (FAA), and the North Texas Tollway Authority (NTTA). In addition, various local sources will be acquired to assist in the funding of this program.

The US Department of Transportation provides funds through programs of the Federal Highway Administration and the Federal Transit Administration. Both FHWA PL 112 and FTA 5303 funds are provided annually to Metropolitan Planning Organizations to support metropolitan regional transportation planning activities based on an 80 percent federal/20 percent local match requirement. TxDOT will provide the 20 percent match for the FHWA 112 and FTA 5303 funds

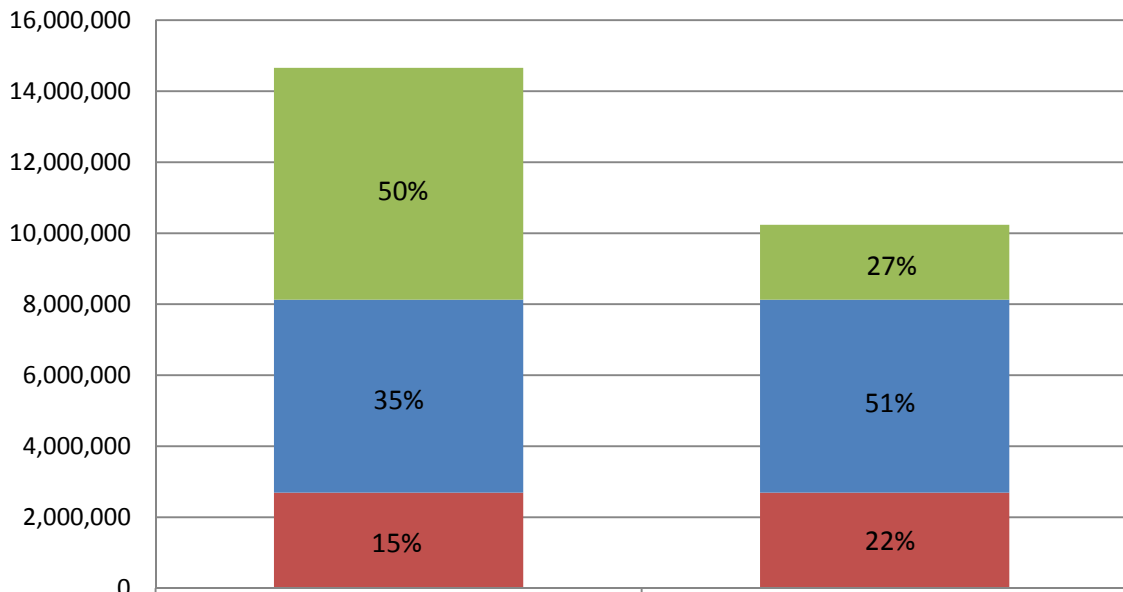
for FY2016 and FY2017 to the MPO to carry out the UPWP in the form of transportation development credits. These transportation development credits are provided by metropolitan areas building toll roads and are used on a statewide basis to provide the match funds needed for all metropolitan planning organizations. The FY2016 and FY2017 FHWA and FTA funding levels reflected in this program are summarized in Exhibit VIII-1. The formula-based FHWA PL 112 allocation to the Unified Planning Work Program for the Dallas-Fort Worth Metropolitan Area is \$6,530,339 in FY2016 and \$6,530,339 in FY2017 for a two-year total of \$13,060,678. The Federal Transit Administration 5303 funding is \$2,691,978 in FY2016 and \$2,691,978 in FY2017 for a two-year total of \$5,383,956. An estimated balance of \$6,214,898 in unexpended/unobligated FHWA PL 112 funding will be available from the FY2015 authorization. Each of these funding amounts is incorporated by source agency into the Work Program by task and subtask. Total FHWA PL 112 and FTA 5303 funding for the FY2016 and FY2017 UPWP is estimated at \$24,659,532. Transportation Planning Funds in the amount of \$20,235,000 have been programmed and allocated to each of the UPWP subtasks as shown in Exhibit VIII-2. These programmed funds include the FTA 5303 allocation of \$5,383,956, the estimated FY2015 FHWA PL 112 fund balance of \$6,214,898, and \$8,636,146 of Fiscal Years 2016 and 2017 FHWA PL 112 funding. The remaining balance of Fiscal Years 2016 and 2017 FHWA PL 112 funds of \$4,424,532 is anticipated to be carried over to Fiscal Year 2018.

**EXHIBIT VIII-1  
FY2016 AND FY2017 TPF PROGRAMMING SUMMARY**

	FY2016		FY2017	
	Allocation	Programmed	Allocation	Programmed
<b>FTA Section 5303</b>	2,691,978	2,691,978	2,691,978	2,691,978
<b>FHWA (PL-112)</b>				
<b>Carryover</b>	6,214,898	6,214,898	5,437,215	5,437,215
<b>New Allocation</b>	6,530,339	1,093,124	6,530,339	2,105,807
<b>Total TPF</b>	<b>15,437,215</b>	<b>10,000,000</b>	<b>14,659,532</b>	<b>10,235,000</b>
<b>Carryover</b>		<b>5,437,215</b>		<b>4,424,532</b>
<b>Two-Year Totals</b>				
<b>FTA Section 5303</b>	5,383,956			
<b>FHWA PL-112</b>	19,275,576			
<b>Total</b>	<b>24,659,532</b>			
<b>Programmed</b>		20,235,000		
<b>Carryover</b>		4,424,532		



## Summary of TPF 2017 Funding Levels

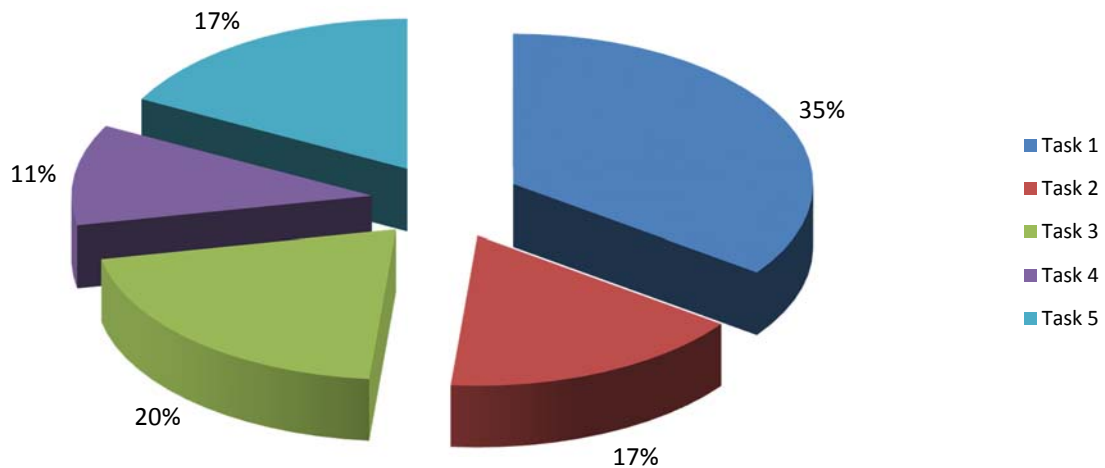


	Allocation	Programmed
<span style="color: green;">■</span> FHWA (PL-112)	6,530,339	2,105,807
<span style="color: blue;">■</span> Carryover	5,437,215	5,437,215
<span style="color: red;">■</span> FTA (5303)	2,691,978	2,691,978

**EXHIBIT VIII-2**  
**FY2016 and FY2017 Allocation of Transportation Planning Funds**

Subtask	Subtask Title	TPF		
		FY 2016	FY 2017	Total
1.01	Community Outreach	\$922,000	\$975,000	\$1,897,000
1.02	Program Administration	\$2,082,000	\$2,067,000	\$4,149,000
1.03	Advanced Fiscal Management and Information Systems	\$0	\$0	\$0
1.04	Computer System Administration and Application Coordination	\$532,000	\$494,000	\$1,026,000
1.05	Quality Control and Field Operations	\$0	\$0	\$0
	<b>Subtask 1.0</b>	<b>\$3,536,000</b>	<b>\$3,536,000</b>	<b>\$7,072,000</b>
2.01	Travel Forecasting Support	\$1,013,000	\$981,000	\$1,994,000
2.02	Transportation Data Management	\$134,000	\$198,000	\$332,000
2.03	Demographic Data and Forecasts	\$504,000	\$503,000	\$1,007,000
	<b>Subtask 2.0</b>	<b>\$1,651,000</b>	<b>\$1,682,000</b>	<b>\$3,333,000</b>
3.01	Transportation Project Programming	\$726,000	\$722,000	\$1,448,000
3.02	Regional Air Quality Planning	\$412,000	\$413,000	\$825,000
3.03	Air Quality Management and Operations	\$0	\$0	\$0
3.04	Transportation and Air Quality Communications	\$0	\$0	\$0
3.05	Public Transportation Planning and Management Studies	\$930,000	\$930,000	\$1,860,000
3.06	Transit Operations	\$0	\$0	\$0
	<b>Subtask 3.0</b>	<b>\$2,068,000</b>	<b>\$2,065,000</b>	<b>\$4,133,000</b>
4.01	The Metropolitan Transportation Plan	\$948,000	\$898,000	\$1,846,000
4.02	Financial Forecasting and Strategies	\$52,000	\$52,000	\$104,000
4.03	Coordination of Transportation and Environmental Planning Processes	\$51,000	\$112,000	\$163,000
4.04	Ensuring Nondiscrimination and Environmental Justice in MPO Planning/Program Activities	\$39,000	\$42,000	\$81,000
	<b>Subtask 4.0</b>	<b>\$1,090,000</b>	<b>\$1,104,000</b>	<b>\$2,194,000</b>
5.01	Regional Transportation Corridor Studies	\$306,000	\$436,000	\$742,000
5.02	Subarea Studies and Local Government Assistance	\$486,000	\$502,000	\$988,000
5.03	Land-Use/Transportation Initiatives	\$223,000	\$224,000	\$447,000
5.04	Capital and Operational Asset Management System	\$85,000	\$86,000	\$171,000
5.05	Congestion Management Planning and Operations	\$281,000	\$281,000	\$562,000
5.06	Regional Freight Planning	\$0	\$0	\$0
5.07	Transportation System Security and Emergency Preparedness	\$33,000	\$33,000	\$66,000
5.08	Roadway and Railroad Safety	\$187,000	\$187,000	\$374,000
5.09	Regional Aviation Planning and Education	\$54,000	\$99,000	\$153,000
5.10	Regional Military and Community Coordination	\$0	\$0	\$0
5.11	Regional Job Opportunity Pilot Program	\$0	\$0	\$0
	<b>Subtask 5.0</b>	<b>\$1,655,000</b>	<b>\$1,848,000</b>	<b>\$3,503,000</b>
	<b>FUNDING TOTALS</b>	<b>\$10,000,000</b>	<b>\$10,235,000</b>	<b>\$20,235,000</b>

## Transportation Planning Funds (TPF) Summary by Task



UPWP funding is composed of five main revenue centers. Revenue Center 1 consists of planning activities being conducted with formula planning funds and utilizes FHWA PL 112 and FTA 5303 funding for project support. Revenue Center 2 consists of planning activities being conducted with non-formula funds provided by various agencies such as the North Texas Tollway Authority, Federal Aviation Administration, US Department of Energy, and the Texas Commission on Environmental Quality. Congestion Mitigation and Air Quality Improvement Program (CMAQ) and Surface Transportation Program—Metropolitan Mobility (STP-MM) funding are also utilized under this revenue center. Revenue Center 3 consists of Management and Operations, or implementation projects, which are supported through non-formula implementation funds. These projects are funded primarily through CMAQ and STP-MM funds, as well as various local government funding. Revenue Center 4 consists of local air quality and sustainable development implementation and planning projects funded with RTC Local funds. Revenue Center 5 consists of projects to be implemented with Regional Toll Revenue funding (e.g., proceeds from S.H. 121 up-front payment). Revenue Center 6 consists of non-formula implementation activities outlined in Chapter VII, Strategic Regional Initiatives, for which funding will be pursued from various

sources such as partnerships with transportation providers, as well as State and federal grant opportunities.

The Texas Department of Transportation has approved \$10 million for an MPO Revolver Fund through a partnership with the North Central Texas Council of Governments and the Regional Transportation Council (RTC). As part of the partnership, the RTC will allocate 100 million Transportation Development Credits for the benefit of projects identified by TxDOT. Federal programs administered by NCTCOG require that costs be incurred and paid prior to seeking reimbursements from TxDOT and/or the appropriate federal agency. The MPO Revolver fund will enable NCTCOG to cash flow the federal programs administered by NCTCOG.

The Unified Planning Work Program will be modified over the course of the fiscal year(s) as additional funds become available. Funding from each source is summarized by task in Exhibit VIII-3. FHWA and FTA funding is summarized under Transportation Planning Funds (TPF).

### **Activity Schedule**

Work in the FY2016 and FY2017 Unified Planning Work Program will be ongoing and continuous throughout the two-year timeframe. Work Program tasks conducted for or in cooperation with local agencies are dependent upon their participation in the process and are scheduled accordingly. Some projects, such as preparing the Transportation Improvement Program, can be described as year-round activities when accounting for individual project revisions and their technical and local impact reviews. In addition, the performance of consultant studies for local transit operators and cities must be timed in accordance with locally determined priorities, which thus precludes setting a rigid advanced schedule.

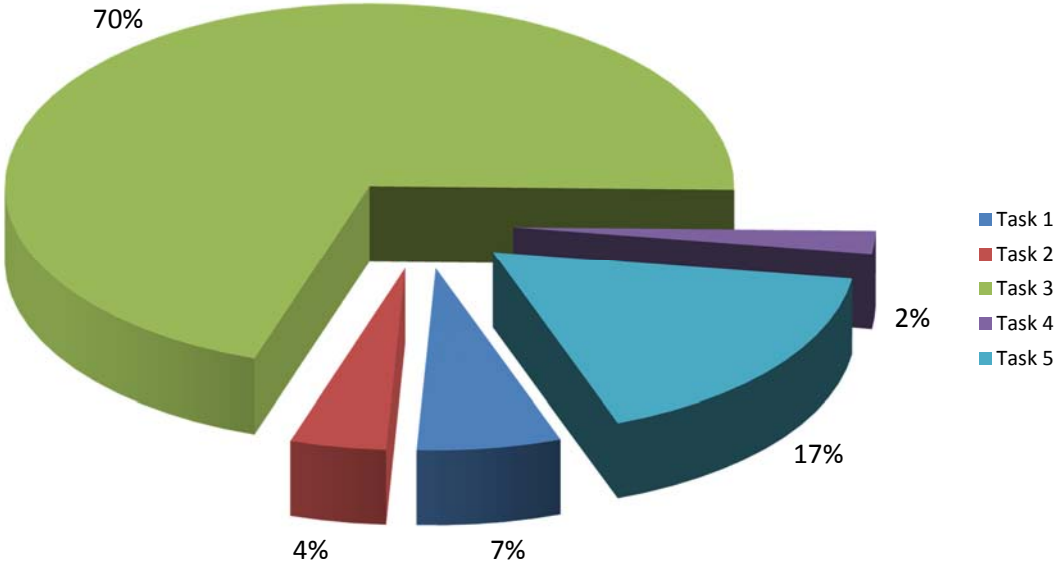


Consequently, no specific schedule for work tasks has been provided in this Work Program. Instead, carryover work not completed from the FY2014 and FY2015 Work Program will be completed first, and new work will be started as soon as possible in accordance with local agency needs at the time. Task initiation will also depend on special needs or interests and resources available. Care will be exercised to start tasks of longer duration or those requiring significant lead time or down time as early in the two-year timeframe as possible in order to improve the chances of their being completed by the end of September 2017.

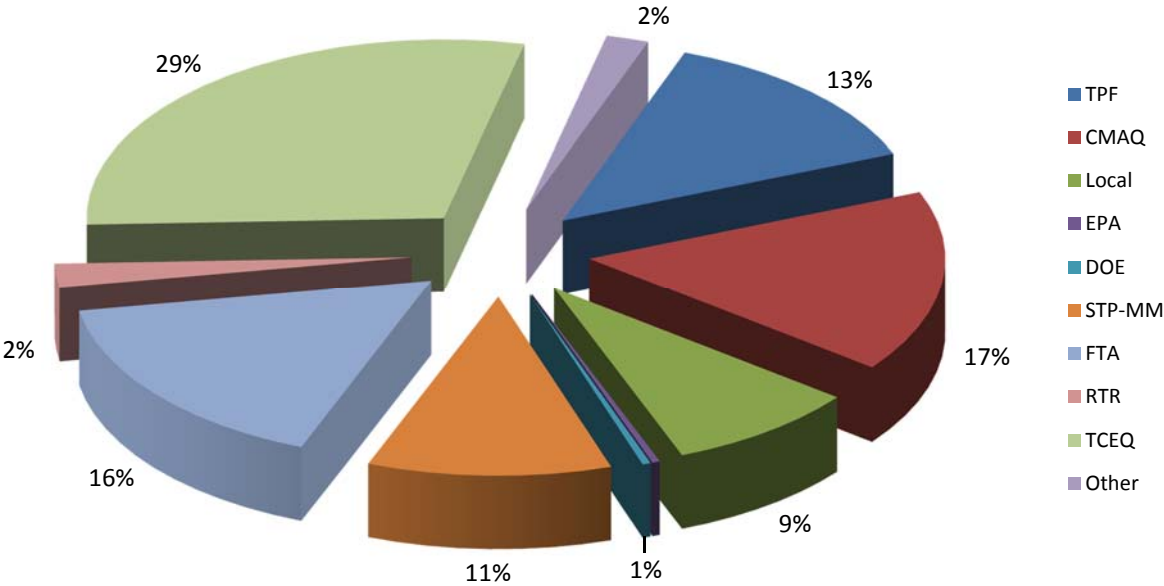
**EXHIBIT VIII-3  
FY2016 AND FY2017 UPWP FUNDING SUMMARY**

<b>Funding Source</b>	<b>Task 1.0 Administration</b>	<b>Task 2.0 Data Development</b>	<b>Task 3.0 Short Range Planning</b>	<b>Task 4.0 Metropolitan Transportation Planning</b>	<b>Task 5.0 Special Studies</b>	<b>Total</b>
<b>FTA Activities</b>	<b>1897000</b>	<b>44.22.00</b>	<b>44.24.00</b> <b>44.25.00</b>	<b>44.23.01</b>	<b>44.23.02</b> <b>44.24.00</b> <b>44.22.00</b> <b>44.27.00</b>	
	4151000					
TPF	\$7,072,000	\$3,333,000	\$4,133,000	\$2,194,000	\$3,503,000	<b>\$20,235,000</b>
CMAQ	\$543,000	\$0	\$17,438,000	\$0	\$7,149,000	<b>\$25,130,000</b>
DOD	\$0	\$0	\$0	\$0	\$455,000	<b>\$455,000</b>
DOE	\$0	\$0	\$569,000	\$0	\$0	<b>\$569,000</b>
EPA	\$0	\$0	\$523,000	\$0	\$0	<b>\$523,000</b>
FAA	\$0	\$0	\$0	\$0	\$195,000	<b>\$195,000</b>
FHWA	\$0	\$96,000	\$0	\$94,000	\$712,000	<b>\$902,000</b>
FTA	\$0	\$239,000	\$24,558,000	\$0	\$0	<b>\$24,797,000</b>
HUD	\$0	\$0	\$0	\$0	\$0	<b>\$0</b>
Local	\$612,000	\$239,000	\$9,573,000	\$94,000	\$2,697,000	<b>\$13,215,000</b>
NCTCOG Local	\$130,000	\$0	\$0	\$0	\$0	<b>\$130,000</b>
NTTA	\$0	\$0	\$0	\$0	\$41,000	<b>\$41,000</b>
RTR	\$0	\$0	\$1,803,000	\$726,500	\$751,000	<b>\$3,280,500</b>
SECO	\$0	\$0	\$0	\$0	\$0	<b>\$0</b>
STP-MM	\$1,337,500	\$2,559,000	\$3,344,000	\$0	\$9,489,000	<b>\$16,729,500</b>
TBD	\$0	\$0	\$0	\$0	\$0	<b>\$0</b>
TCEQ	\$0	\$0	\$44,285,000	\$0	\$0	<b>\$44,285,000</b>
TxDOT	\$0	\$0	\$265,000	\$0	\$934,000	<b>\$1,199,000</b>
<b>Subtotal</b>	<b>\$9,694,500</b>	<b>\$6,466,000</b>	<b>\$106,491,000</b>	<b>\$3,108,500</b>	<b>\$25,926,000</b>	<b>\$151,686,000</b>

### Summary of Funding by Task



### Summary of Total Funding



## IX. Other Metropolitan Transportation and Air Quality Planning-Related Activities in the Dallas-Fort Worth Area

In addition to the work outlined in this Unified Planning Work Program (UPWP), other transportation and air quality planning activities will be conducted by various transportation planning and implementation agencies. The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) metropolitan planning guidelines for preparation of the UPWP called upon Metropolitan Planning Organizations (MPOs) to include in the UPWP a detailed description of transportation and transportation-related planning activities anticipated within the metropolitan area during the period covered by the UPWP, regardless of funding sources. The current legislation, Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) continues this policy. Local governments and transportation agencies throughout the metropolitan area were asked to submit a summary of these anticipated activities. The following information summarizes the efforts that were submitted to the North Central Texas Council of Governments (NCTCOG) for inclusion in this document.

### **Denton County Transportation Authority**

In April 2015, DCTA began a Comprehensive Service Analysis in effort to update the agency's Long Range Service Plan. The update will employ demand modeling, ridership projections, financial modeling and technical analysis addressing the following planning project elements: fixed-route bus service, regional express bus service, future rail service, and transit oriented development.

### **West Tarrant Transportation Initiative**

The Tarrant County Commissioners Court continues to pursue a collaborative effort with its local municipalities to identify strategic transportation corridors that will provide mobility solutions over

the next 15-20 years. In response to recent population forecasts, this effort will focus on connectivity and capacity improvements necessary to ensure efficient access for commuters throughout the western areas of Tarrant County, as well as from surrounding counties. As the collaborative element of this initiative reaches completion, the Metropolitan Planning Organization may be requested to provide subarea modeling and alternatives analysis to assist with project prioritization.

**APPENDIX A**

**POLICY AND TECHNICAL COMMITTEE MEMBERSHIP**

## REGIONAL TRANSPORTATION COUNCIL

**Mark Riley, Chair**  
County Judge  
Parker County

**Ron Jensen, Vice Chair**  
Mayor  
City of Grand Prairie

**Rob Franke, P.E., Secretary**  
Mayor  
City of Cedar Hill

**Monica R. Alonzo**  
Mayor Pro Tem  
City of Dallas

**Douglas Athas**  
Mayor  
City of Garland

**Brian Barth, P.E.**  
District Engineer  
Texas Department of  
Transportation, Fort Worth District

**Carol Bush**  
County Judge  
Ellis County

**Mike Cantrell**  
Commissioner  
Dallas County

**Sheri Capehart**  
Councilmember  
City of Arlington

**Rudy Durham**  
Mayor  
City of Lewisville

**Andy Eads**  
Commissioner  
Denton County

**Charles Emery**  
Board Chair  
Denton County Transportation  
Authority

**Mark Enoch**  
Board Member  
Dallas Area Rapid Transit

**Gary Fickes**  
Commissioner  
Tarrant County

**Sandy Greyson**  
Councilmember  
City of Dallas

**Mojoy Haddad**  
Board Member  
North Texas Tollway Authority

**Roger Harmon**  
County Judge  
Johnson County

**Clay Lewis Jenkins**  
County Judge  
Dallas County

**Jungus Jordan**  
Councilmember  
City of Fort Worth

**Lee Kleinman**  
Councilmember  
City of Dallas

**Stephen Lindsey**  
Councilmember  
City of Mansfield

**Brian Loughmiller**  
Mayor  
City of McKinney

**David Magness**  
Commissioner  
Rockwall County

**Scott Mahaffey**  
Board Chair  
Fort Worth Transportation  
Authority

**Matthew Marchant**  
Mayor  
City of Carrollton

**Maher Maso**  
Mayor  
City of Frisco

**Cary Moon**  
Councilmember  
City of Fort Worth

**Stan Pickett**  
Mayor  
City of Mesquite

**Kevin Roden**  
Councilmember  
City of Denton

**Amir Rupani**  
Citizen Representative  
City of Dallas

**Kelly Selman, P.E.**  
District Engineer  
Texas Department of  
Transportation, Dallas District

**Lissa Smith**  
Mayor Pro Tem  
City of Plano

**Mike Taylor**  
Mayor Pro Tem  
City of Colleyville

**Stephen Terrell**  
Mayor  
City of Allen

**T. Oscar Trevino Jr., P.E.**  
Mayor  
City of North Richland Hills

**William Velasco, II**  
Citizen Representative  
City of Dallas

**Oscar Ward**  
Councilmember  
City of Irving

**Bernice J. Washington**  
Board Member  
Dallas/Fort Worth International Airport

**Duncan Webb**  
Commissioner  
Collin County

**B. Glen Whitley**  
County Judge  
Tarrant County

**Kathryn Wilemon**  
Mayor Pro Tem  
City of Arlington

**Erik Wilson**  
Deputy Mayor Pro Tem  
City of Dallas

**Zim Zimmerman**  
Councilmember  
City of Fort Worth

## SURFACE TRANSPORTATION TECHNICAL COMMITTEE

**Jim O'Connor, Chair**  
City of Irving

**Loyl Bussell, Vice Chair**  
TxDOT, Fort Worth

**Todd Plesko, Secretary**  
Dallas Area Rapid Transit

**Antoinette Bacchus**  
Dallas County

**Bryan Beck**  
City of Fort Worth

**Kristina Brevard**  
Denton County Transportation  
Authority

**Keith Brooks**  
City of Arlington

**John Brunk**  
City of Dallas

**Mohammed "Mo" Bur**  
TxDOT, Dallas

**Chris Burkett**  
City of Mansfield

**Jack Carr**  
City of Plano

**Dave Carter**  
City of Richardson

**John Cordary, Jr.**  
TxDOT, Fort Worth

**Hal Cranor**  
City of Euless

**Clarence Daugherty**  
Collin County

**Chad Davis**  
Wise County

**Greg Dickens**  
City of Hurst

**Sherrelle Diggs**  
City of Rowlett

**Massoud Ebrahim**  
City of Greenville

**Chad Edwards**  
Dallas Area Rapid Transit

**Claud Elsom**  
Rockwall County

**Holly Ferguson**  
TCEQ

**Keith Fisher**  
City of Keller

**Eric Fladager**  
City of Fort Worth

**Chris Flanigan**  
City of Allen

**Gary Graham**  
City of McKinney

**Tom Hammons**  
City of Carrollton

**Curvie Hawkins**  
Fort Worth Transportation  
Authority

**Chris Holsted**  
City of Wylie

**Thomas Hoover**  
City of Bedford

**Matthew Hotelling**  
Town of Flower Mound

**Kirk Houser**  
City of Dallas

**Terry Hughes**  
City of Weatherford

**Jeremy Hutt**  
City of Colleyville

**Paul Iwuchukwu**  
City of Arlington

**Tim James**  
City of Mesquite

**David Jodray**  
City of Fort Worth

**Kelly Johnson**  
North Texas Tollway  
Authority

**Tom Johnson**  
City of DeSoto

**Sholeh Karimi**  
City of Grand Prairie

**Chiamin Korngiebel**  
City of Dallas

**Richard Larkins**  
City of Grapevine

**Paul Luedtke**  
City of Garland

**Stanford Lynch**  
Hunt County

**Rick Mackey**  
TxDOT, Paris

**Srini Mandayam**  
City of Mesquite

**George Marshall**  
City of Coppell

**Clyde Melick**  
City of Waxahachie

**Laura Melton**  
City of Burleson

**Brian Moen**  
City of Frisco

**Cesar Molina, Jr.**  
City of Carrollton

**Lloyd Neal**  
City of Plano

**Mark Nelson**  
City of Denton

**Kevin Overton**  
City of Dallas

**Dipak Patel**  
City of Lancaster

**John Polster**  
Denton County

**Lisa Pyles**  
Town of Addison

**William Riley**  
Tarrant County

**Greg Royster**  
Dallas/Fort Worth  
International Airport

**Moosa Saghian**  
Kaufman County

**David Salmon**  
City of Lewisville

**Elias Sassoon**  
City of Cedar Hill

**Gordon Scruggs**  
City of The Colony

**Lori Shelton**  
North Texas Tollway  
Authority

**Walter Shumac, III**  
City of Grand Prairie

**Randy Skinner**  
Tarrant County

**Angela Smith**  
Fort Worth Transportation  
Authority

**Caleb Thornhill**  
City of Plano

**Mark Titus**  
City of Richardson

**Jonathan Toffer**  
Dallas County

**Timothy Tumulty**  
City of Rockwall

**Gregory Van Nieuwenhuize**  
City of Haltom City

**Daniel Vedral**  
City of Irving

**Caroline Waggoner**  
North Richland Hills

**Jared White**  
City of Dallas

**Bill Wimberley**  
Hood County

**Alicia Winkelblech**  
City of Arlington

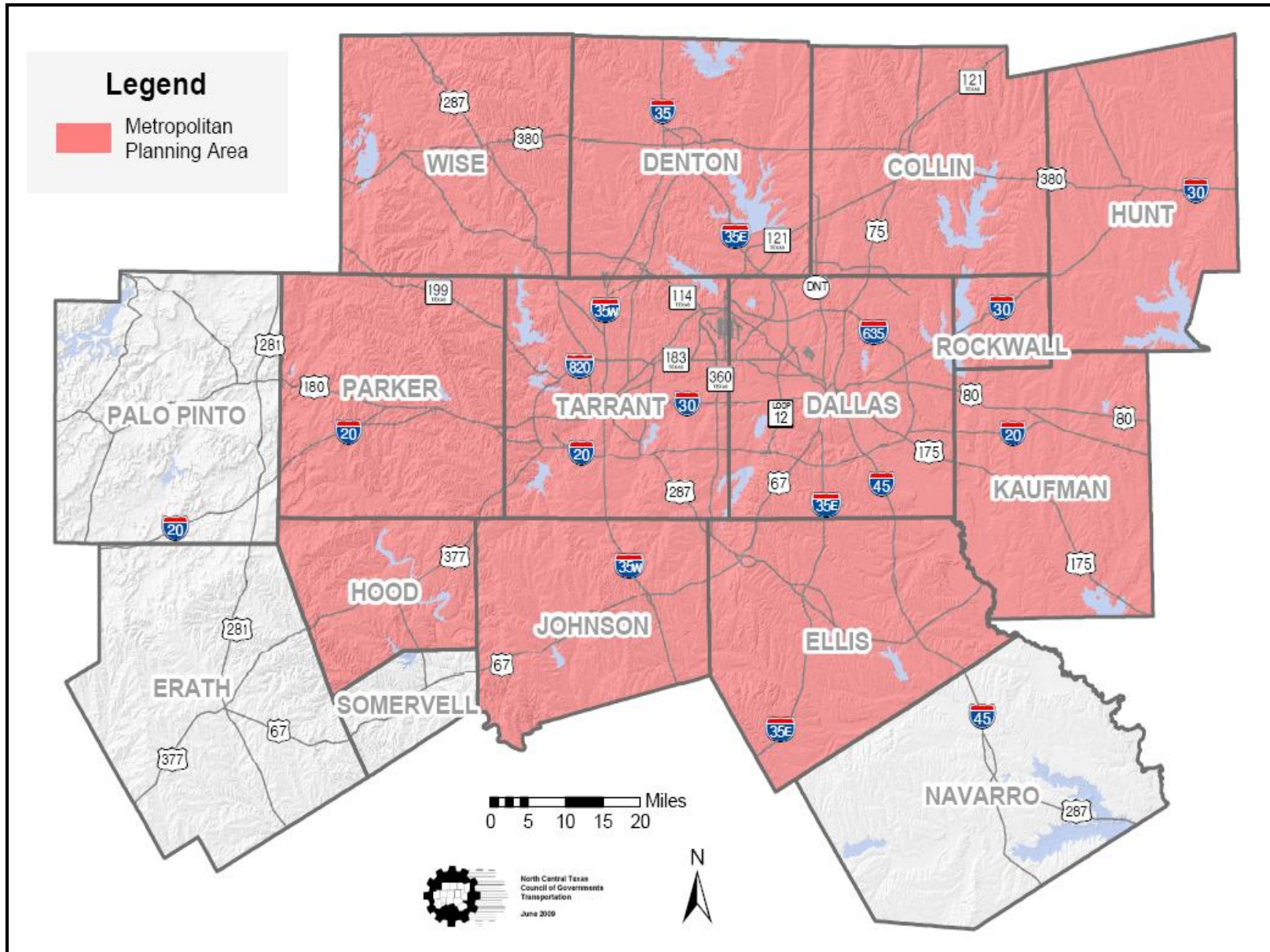
**Mykol Woodruff**  
TxDOT, Dallas



**APPENDIX B**

**METROPOLITAN PLANNING AREA BOUNDARY MAP**

# DALLAS-FORT WORTH METROPOLITAN PLANNING AREA



**APPENDIX C**

**DEBARMENT CERTIFICATION**

**(Signature to be provided with final document.)**

**DEBARMENT CERTIFICATION  
(Negotiated Contracts)**

- (1) The **North Central Texas Council of Governments** as **CONTRACTOR** certifies to the best of its knowledge and belief, that it and its principals:
- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency;
  - (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public\* transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
  - (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity\* with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
  - (d) Have not within a three-year period preceding this application/proposal had one or more public transactions\* terminated for cause or default.
- (2) Where the **CONTRACTOR** is unable to certify to any of the statements in this certification, such **CONTRACTOR** shall attach an explanation to this certification.

\*federal, state or local

\_\_\_\_\_  
Signature

Executive Director  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**APPENDIX D**

**LOBBYING CERTIFICATION**

**(Signature to be provided with final document.)**

## **CERTIFICATION FOR CONTRACTS, GRANTS, LOANS AND COOPERATIVE AGREEMENTS**

The undersigned certifies to the best of his or her knowledge and belief, that:

(1) No federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclosure accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

\_\_\_\_\_  
Signature

Executive Director  
\_\_\_\_\_  
Title

North Central Texas Council of Governments  
\_\_\_\_\_  
Agency

\_\_\_\_\_  
Date

**APPENDIX E**

**CERTIFICATION OF COMPLIANCE**

**(Signature to be provided with final document.)**

# Certification of Compliance

I, R. Mike Eastland, Executive Director,  
(Name and Position, Typed or Printed)

a duly authorized officer/representative of the North Central Texas Council of Governments,  
(MPO)

do hereby certify that the contract and procurement procedures that are in effect and used by the forenamed MPO are in compliance with 2 CFR 200, "Uniform Administrative Requirements for Grants and Cooperative Agreements with State and Local Governments," as it may be revised or superseded.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Attest:

\_\_\_\_\_  
Name

Director of Transportation

\_\_\_\_\_  
Title



**APPENDIX F**

**ETHICS AND COMPLIANCE CERTIFICATION**

**(Signature to be provided with final document.)**

# Certification of Internal Ethics and Compliance Program

I, R. Mike Eastland, Executive Director,  
(Name and Position, Typed or Printed)

a duly authorized officer/representative of:

the North Central Texas Council of Governments,  
(MPO)

do hereby certify that the forenamed MPO has adopted and does enforce an internal ethics and compliance program that is designed to detect and prevent violations of law, including regulations and ethical standards applicable to this entity or its officers or employees and that the internal ethics and compliance program satisfies the requirements of by 43 TAC § 31.39. "Required Internal Ethics and Compliance Program" and 43 TAC § 10.51 "Internal Ethics and Compliance Program" as may be revised or superseded.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Attest:

\_\_\_\_\_  
Name

Director of Transportation  
Title

**APPENDIX G**

**THE NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS'  
TRANSPORTATION PUBLIC INVOLVEMENT PROCESS**

# Engaging Diverse Audiences in Planning for Transportation and Improving Air Quality

## Public Participation Plan

February 2015

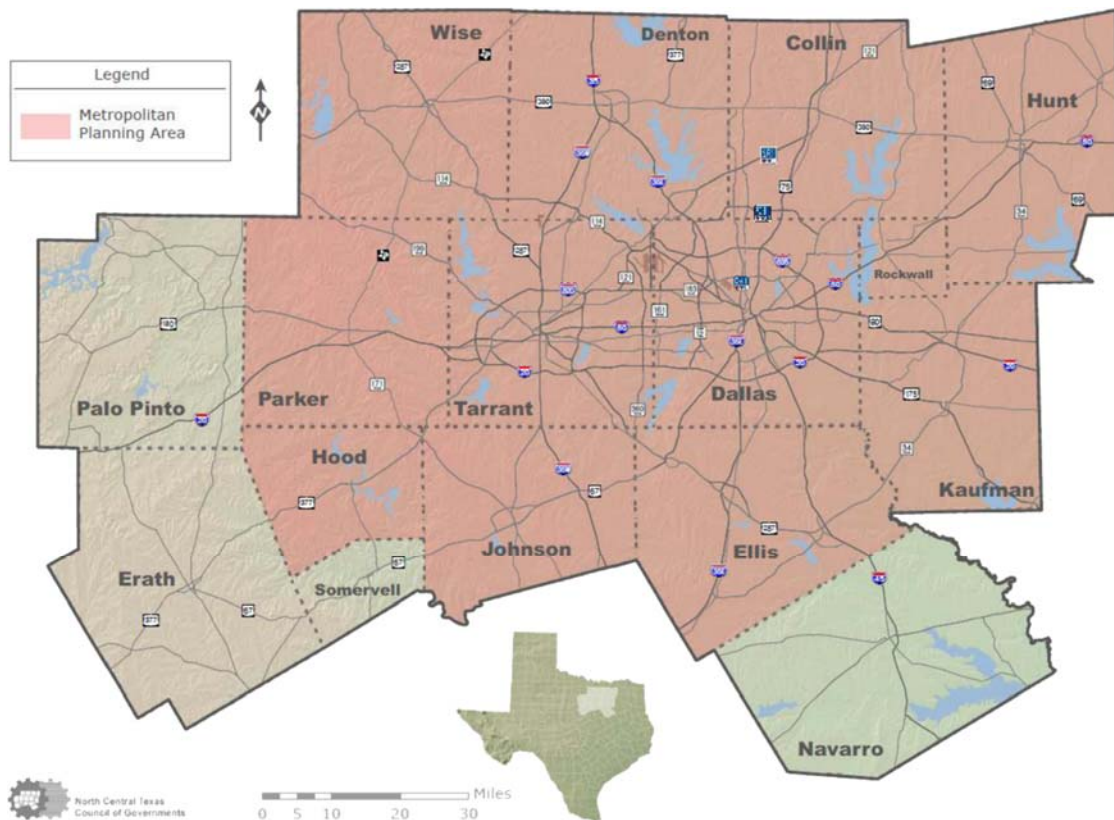


Metropolitan Planning Organization for the Dallas-Fort Worth Area

# 1. About the Metropolitan Planning Organization (MPO)

## ***North Central Texas Council of Governments Transportation Department and Regional Transportation Council***

As the federally designated Metropolitan Planning Organization for the Dallas-Fort Worth area since 1974, the North Central Texas Council of Governments Transportation Department works in cooperation with the region's transportation providers to address the complex transportation needs of the rapidly growing region. The 12-county region includes Collin, Dallas, Denton, Ellis, Hood, Hunt, Johnson, Kaufman, Parker, Rockwall, Tarrant and Wise counties. This is the area expected to be urbanized in the next 20 years. North Texas is one of the fastest-growing regions in the country, adding about 1 million people every 10 years. About 6.8 million people live in the region today, and that is expected to increase to nearly 10 million by 2035. NCTCOG works with its transportation partners and all levels of government as well as the public to ensure traffic safety and congestion are addressed and choices such as passenger rail and bicycle-pedestrian facilities are part of the multimodal transportation system.



The Regional Transportation Council (RTC), the independent policy body of the MPO, oversees the work of the MPO, establishes priorities and guides the development of multimodal transportation plans, programs and partnerships. The RTC consists primarily of local elected officials and representatives from the area's transportation providers, and the RTC determines how to allocate federal, state and regional funds to transportation improvements. Committees and advisory groups lend expertise and develop recommendations for the RTC to consider.

## 2. Collaboratively Developing Solutions

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### ***Communication, Coordination Enhance Transportation Plans***

Defining the future of transportation is a collaborative process, and the MPO works with many different individuals and groups to identify the transportation needs and solutions to preserve the quality of life in the region and ensure people and goods can travel safely, efficiently and reliably in the region today and in the future. Additionally, in the Dallas-Fort Worth area, the MPO must ensure transportation plans are consistent with federal goals to improve air quality because 10 Dallas-Fort Worth area counties do not meet the ozone standard set by the Environmental Protection Agency. The MPO develops and implements programs to reduce ozone-causing emissions from transportation-related sources. To accomplish the mobility and air quality goals of the entire region, it is important to hear from people who live, work and travel in North Texas and have varying transportation needs and priorities. This Public Participation Plan outlines the responsibilities as well as the goals and strategies for engaging the broadest and most diverse audiences possible.

### ***Public Involvement Goals***

NCTCOG will continue to adhere to federal requirements for public involvement, in addition to finding new ways of engaging the public in the transportation planning and programming process. The laws and legislation relevant to public participation and how NCTCOG responds to each are outlined in Appendix A.

To engage diverse audiences in planning for transportation and improving air quality, an integrated communications and outreach plan must be implemented. Making content relevant, removing barriers to participation and stating information simply and visually will facilitate understanding and meaningful input. NCTCOG not only seeks to inform and educate but also to empower and improve opportunities for the public to share their ideas, perspectives and priorities for transportation. When the public has been informed and has had an opportunity to provide input, sufficient consensus building can take place, which provides the support for whatever transportation decisions are made. Finally, monitoring, evaluating and refining communications and outreach strategies will ensure NCTCOG's efforts to inform and gather input are inclusive and effective. Public involvement goals and the strategic priorities to accomplish each are outlined below.

#### **Inform and Educate**

- Increase awareness and understanding of the MPO among North Texans.
- Connect with organizations and community leaders who can help reach more people and engage those individuals in the planning process.
- Make information accessible and understandable.
- Provide timely public notice of information resources and opportunities to comment on plans, policies and programs.
- Develop visuals to illustrate and enhance communications.
- Ensure transparency as Regional Transportation Council and the standing technical, policy and strategic committee meetings are all open meetings that anyone can attend.
- Provide language translation and alternate formats as requested.

### **Engage Diverse Audiences and Encourage Continued Participation**

- Identify the affected public and other stakeholder groups with respect to the plans, programs, projects, policies and partnerships under development.
- Encourage input to be submitted in numerous ways, including those that are flexible, creative and innovative.
- Clearly define purpose and objectives for public dialogue on transportation plans, programs, projects, policies and partnerships.
- Eliminate barriers to participation by allowing 24/7 access to information and comment opportunities and hosting public meetings at accessible locations and convenient times but complemented by a video recording that can be viewed as individual schedules permit.
- Document and respond, as needed, to comments received, whether at a public meeting, an outreach event or received by mail, e-mail, website or social media.
- Share public input with technical and policy committees.
- Use input to develop policies, plans and programs, making the final versions easily accessible.

### **Evaluate Public Participation Strategies**

- Incorporate more surveys at events and online.
- Review quantitative and qualitative data for outreach and communications efforts.
- Review how public input influenced transportation decision-making.

### ***Diversity and Inclusiveness***

It is a priority to increase the number and diversity of participants.

Consistent with federal requirements outlined in Appendix A, NCTCOG is committed to incorporating Environmental Justice elements and Title VI considerations into its Public Participation Plan. During the public participation process, populations that have been traditionally underserved by existing transportation systems, including but not limited to low-income and minority households, are sought out and their needs considered.

NCTCOG addresses Environmental Justice concerns throughout the transportation planning process, and it is the responsibility of all staff to consider the needs of traditionally underserved communities during planning, project selection and project implementation. As the Public Participation Plan is implemented, special consideration is given to ensure all residents have reasonable access to information and opportunities to give input. Demographic data is analyzed to identify areas having considerable numbers of protected populations, and this can be used for public meeting location and outreach event selection as well as identification of need for more targeted or diverse outreach efforts.

A Language Assistance Plan (LAP) (Appendix B) outlines NCTCOG's efforts to make information available to limited English proficient (LEP) persons. The LAP outlines demographic information, analysis of Department activities, language assistance provided and communication to LEP persons about the availability of language assistance.

Title VI states that no person is excluded from participation in, denied the benefit of, or subjected to discrimination under any program or activity receiving federal financial assistance on the basis of race, color, national origin, age, sex, disability, or religion. Title VI prohibits discrimination: whether intentional or where the unintended effect is unduly burdensome.

Title VI Complaint Procedures (Appendix D) outlines the NCTCOG Title VI policy, how an individual may submit a complaint, how the complaint will be investigated and potential resolution scenarios.

Through building new relationships with organizations and communities that serve groups traditionally under represented, NCTCOG will reach far more individuals. Other opportunities to potentially increase the number and diversity of people reached and engaged include, but will not be limited to:

- Media outreach – traditional and non-traditional. Research newspapers and blogs serving areas with considerable numbers of protected populations.
- Paid advertising. Identify opportunities to place paid advertisements in strategically selected media and organization publications to encourage individuals to sign up to be involved in determining transportation plans for the region.
- Language translation.
- Community liaisons. Establish and facilitate a network of community liaisons who can share information and opportunities with those whom they interact with on a regular basis.
- Business outreach. Beginning with focus group-type meetings with chambers of commerce, staff will evaluate how to enhance outreach to the business community. Chambers of commerce, including minority chambers, are included in the public involvement contact list. Staff, however, will consult with chamber and business leaders to identify other opportunities to inform and involve businesses and employees.
- Non-profit coordination. Identify and develop opportunities to coordinate with non-profit organizations already effectively reaching segments of the North Texas population.

### ***Audiences and Stakeholders***

Collaboration and communication help develop the consensus needed for transportation plans, policies and projects that accomplish the mobility, quality of life and air quality goals of the region. NCTCOG strongly encourages involvement and input from individuals and groups who reside, have interest or do business in the North Texas area and may be affected by transportation and air quality decisions. Individuals especially connected to others, either formally or informally, are important to enhancing communications and outreach, as they can share information, resources and opportunities for public input. Further developing these connections will expand the reach of NCTCOG information and involve more people in transportation decision-making.

### **Groups and Individuals to Inform, Involve**

- Affected public agencies
- Affordable housing groups
- Airport operators
- City/county staff
- Commercial property interests
- Community groups (economic development organizations, neighborhood associations, chambers of commerce and business organizations, bicycle groups, community organizations)
- Community leaders
- Commuters
- Elected officials



- Environmental groups
- Federal and state wildlife, land management and regulatory agencies
- Freight industry (freight shippers, providers of freight transportation services)
- Higher education faculty, staff and students
- Individuals
- Landowners
- Limited English proficient persons
- Local and state emergency response agencies
- Low-income populations
- Media
- Minority populations
- Non-profit organizations
- Organizations focused on aging
- Organizations serving rural area residents
- Organizations serving veterans
- Private providers of transportation
- Professional organizations
- Public health organizations
- Public transit operators
- Public transit users
- Real estate professionals
- Representatives of agencies and organizations serving individuals with disabilities
- Representatives of public transportation employees
- Representatives of users of pedestrian walkways and bicycle transportation facilities
- School district representatives
- Seniors
- Social service organizations
- State and local agencies responsible for growth and economic development
- Transportation advocates
- Transportation partners
- Tribal Governments
- Women's organizations
- Youth

## **Committees**

Standing and ad hoc committees, subcommittees, task forces and working groups provide valuable input, insight and coordination on planning for transportation and air quality issues in the region. The Regional Transportation Council (RTC) is the forum for cooperative decision-making by primarily elected officials of local governments in the Metropolitan Planning Area. The Regional Transportation Council meets regularly on the second Thursday of each month.

The Surface Transportation Technical Committee provides technical review and advice to the Regional Transportation Council with regard to the surface transportation system. Other technical committees, determined by the NCTCOG Transportation Director, as needed, shall provide technical review and advice for the regional transportation planning process.

Meetings of the RTC and the standing technical, policy and strategic committees are open meetings. For more on the committees, past and upcoming meetings and other information, visit [www.nctcog.org/trans/committees](http://www.nctcog.org/trans/committees).

### **3. Specific Opportunities for Involvement, Outcomes**

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#### ***Early and Continuous Public Engagement Complements Focused Efforts for Outcomes, Milestones***

NCTCOG strives to continuously inform and involve the public. North Texans are encouraged to submit comments and questions at anytime. However, when developing and updating major plans and programs there are several specific outcomes and milestones that especially benefit from public input. Staff seek to align the outcomes and milestones to outreach efforts and opportunities for public involvement. It is important that local governments, transportation partners, business and community groups, non-profits, stakeholders and interested residents who all have a stake in the outcomes have opportunities to be involved in determining the future of transportation in the region. As such, the level of outreach and opportunities for input correlate to the significance of the transportation planning outcomes and milestones.

#### ***Consideration of and Response to Public Comments***

NCTCOG compiles, summarizes and responds to (as appropriate), substantive comments submitted on plans, programs and policies. Public input provides NCTCOG and the RTC with community insight that can be balanced with professional expertise and technical analysis to reach an informed decision. In the event that more than one public meeting is scheduled, the public comment period begins the day of the first meeting. When a specific comment period is stated, comments must be received by 11:59 pm CST on the date specified as the deadline.

With an increased focus on expediting project implementation and funding allocation, there may be rare occasions in which issues arise that require urgent modification of the Transportation Improvement Program due to funding requirements or timelines. In these cases, there will be adequate public notice and clear communication of the abbreviated comment period. An abbreviated comment period will be at least 72 hours. Longer comment periods are preferred and will be offered whenever possible.

#### ***Additional Comment Opportunities for Changes to Final Plans***

If any of the final plans or programs differ significantly from the draft that was made available for public comment and raises new material issues that interested parties could not reasonably have foreseen from the public involvement efforts, an additional opportunity for public comment will be made available. At the minimum, the format of the additional comment opportunity will be the same as the initial opportunity and have a minimum 14-day comment period, unless provisions for an expedited comment period apply as outlined above. In the case of public meetings, the number and location of the subsequent public meeting(s) may vary, but at a minimum one public meeting will be held at NCTCOG, and a video recording of that meeting will be posted online.

Minor changes or changes that could have reasonably been foreseen can be made without further opportunities for public involvement. This is consistent with CFR § 450.316 (a)(1)(viii) included in Appendix A.

#### ***Inclement Weather and Public Comment Periods***

Specific public comment periods are given for the transportation planning actions and outcomes outlined, and these are initiated either by a public meeting or posting information online for public review. Should inclement weather lead to the cancelation of one or more public meetings,

NCTCOG will first notify the public of the cancelation through e-mail, web page updates and social media. In most cases, if another public meeting in the series can be hosted as planned and/or a video recording made available at [www.nctcog.org/input](http://www.nctcog.org/input), the deadline for public comments will remain as if weather was not a factor. However, based on the topic, staff may determine it is necessary to reschedule the meeting or meetings and adjust the public comment period. If action initiating a public comment period, such as posting information to [www.nctcog.org/input](http://www.nctcog.org/input) for review, is delayed by inclement weather, staff will communicate by e-mail and social media the delay and again when the information becomes available. If the delay is less than seven calendar days, the deadline for public comments will remain as if weather was not a factor.

### **Public Participation Plan Development and Updates**

The Public Participation Plan describes the public involvement responsibilities of the MPO and outlines goals and strategies for engaging the broadest and most diverse audiences possible in the transportation planning process. Staff monitor and evaluate communication and outreach strategies and review federal legislation and guidance for public participation. As communications trends and transportation planning requirements change, staff will determine the level and timing of changes needed to the Public Participation Plan. Staff will align input opportunities with the extensiveness of proposed changes.

<b>Transportation Planning Action</b>	<b>Minimum Public Involvement Opportunity</b>	<b>Length of Comment Period</b>	<b>Minimum Notification of Opportunity</b>
Development or update of the Public Participation Plan	Multiple public meetings throughout the region at day and evening times, and at least one meeting will be video recorded and posted online at <a href="http://www.nctcog.org/video">www.nctcog.org/video</a>	45 days	<ul style="list-style-type: none"> <li>• Information sent to public involvement contact list</li> <li>• NCTCOG publication article</li> <li>• Social media</li> <li>• Newspaper ad, including minority publications</li> <li>• News release</li> </ul>
Update to one or more Public Participation Plan appendix or legislative reference in the document	Proposed changes posted online for public review and comment at <a href="http://www.nctcog.org/input">www.nctcog.org/input</a>	45 days	<ul style="list-style-type: none"> <li>• Information sent to public involvement contact list</li> <li>• NCTCOG publication article</li> <li>• Social media</li> <li>• Newspaper ad, including minority publications</li> </ul>
Typographic or grammatical correction	None, changes not substantive	Not applicable	Not applicable

**Unified Planning Work Program (UPWP)**

The Unified Planning Work Program for Regional Transportation Planning provides a summary of the transportation and related air quality planning tasks conducted by the MPO. It is developed every two years and serves as a guide for transportation and air quality planning activities to be conducted over the course of specified fiscal years. Included in the UPWP are detailed descriptions of the transportation and air quality planning tasks with a summary of the amount and source of funds to be used. The UPWP is developed in cooperation with the Texas Department of Transportation, transportation authorities, toll authorities and local governments in the Dallas-Fort Worth Metropolitan Area. Specific planning needs for the region are identified through requests solicited from representatives of these agencies. This information is combined with regional needs identified by NCTCOG, and after allocating funds from available resources, presented as a proposed Work Program for the upcoming fiscal years. The UPWP is modified periodically to reflect new initiatives, project modifications and funding adjustments.

<b>Transportation Planning Action</b>	<b>Minimum Public Involvement Opportunity</b>	<b>Length of Comment Period</b>	<b>Minimum Notification of Opportunity</b>
Development of the UPWP	One public meeting that is also video recorded and available online with materials to outline recommendations.	30 days	<ul style="list-style-type: none"> <li>• Information sent to public involvement contact list</li> <li>• NCTCOG publication article</li> <li>• Social media</li> <li>• Newspaper ad, including minority publications</li> <li>• News release</li> </ul>
Modifications	Video summary and recommendations posted online for public review and comment at <a href="http://www.nctcog.org/input">www.nctcog.org/input</a>	30 days	<ul style="list-style-type: none"> <li>• Information sent to public involvement contact list</li> <li>• Social media</li> <li>• Newspaper ad, including minority publications</li> </ul>

## ***Metropolitan Transportation Plan***

Updated at least every four years, the Metropolitan Transportation Plan is the long-term, financially constrained, multimodal transportation plan for the region. It includes policies, programs and projects for development that respond to adopted goals, and it guides expenditures of state and federal funds during the next 20 or more years. It is the product of a comprehensive, cooperative and continuous planning effort. Transit, highway, local roadway and bicycle and pedestrian projects are among projects included in the Metropolitan Transportation Plan. During its development, transportation investment priorities and major planning-level project design concepts are established. Broad regional impacts of transportation and the environment are addressed. This is an early and important opportunity for the public and stakeholders to help define and influence transportation in the region. As such, numerous outreach and communications strategies are implemented to engage a diverse audience in public input opportunities. Strategies may include but are not limited to print and online surveys, stakeholder workshops, website content, media outreach, e-mail and mail notices, presentations to community groups and public meetings for both the development of the Metropolitan Transportation Plan and review of its final recommendations prior to Regional Transportation Council approval consideration. Public comments on the Metropolitan Transportation Plan will be included in the documentation of the plan or by reference to the Transportation Conformity documentation.

Changes to the Metropolitan Transportation Plan are incorporated through an update, amendment or administrative modification, and public input opportunities correspond to the level of proposed changes.

The most comprehensive set of changes, an update, is a complete review of the Metropolitan Transportation Plan that addresses new demographics or changes to the overall timeframe for the plan. Project changes, additions or deletions may also be part of an update.

An amendment incorporates a significant change to one or more projects included in the Metropolitan Transportation Plan, but it does not modify the demographic assumptions or overall timeframe for a plan. The addition or deletion of a project is completed through the amendment process. Other examples of changes to projects that would require an amendment include, a major change in project cost, project/project phase initiation dates, or a major change in design concept or design scope, e.g., changing project termini or the number of through traffic lanes. An amendment requires public review and comment and redemonstration of fiscal constraint. Changes to projects that are included only for illustrative purposes outside of the financially constrained section of the plan do not require an amendment.

It should be noted that the purpose of the public comment and review period in all cases is to solicit feedback on the recommendations and information documented in the Metropolitan Transportation Plan. As a result, it is sometimes necessary to make minor modifications to the Metropolitan Transportation Plan documentation and coded transportation model networks. These modifications may include updating existing project data, correcting erroneous information, or clarifying text. In the event that these types of changes are necessary during the public comment and review period, revised documentation will be posted online at [www.nctcog.org/input](http://www.nctcog.org/input) and the associated Metropolitan Transportation Plan website. Notification of these revisions will be provided to the public involvement contact list and through social media.

Administrative modifications are minor changes to project/project phase costs, funding sources of previously-included projects, and minor changes to project/project phase initiation dates. An administrative revision is a revision that does not require public review and comment, redemonstration of fiscal constraint, or a conformity determination. This could also include project clarifications or technical network coding/reporting corrections consistent with NCTCOG review, public comments and conformity partner comments.

Finally, changes to the section of non-regionally significant projects in the Metropolitan Transportation Plan may be incorporated through the Transportation Improvement Program modification process to ensure consistency between the two documents.

Transportation Planning Action	Minimum Public Involvement Opportunity	Length of Comment Period	Minimum Notification of Opportunity
Development of the Metropolitan Transportation Plan	A series of public meetings shall be held at least 60 days prior to requesting RTC approval. A second series of public meetings will be held at least 30 days prior to RTC approval. Meetings will be throughout the region at day and evening times, and at least one meeting will be video recorded and posted online at <a href="http://www.nctcog.org/video">www.nctcog.org/video</a>	30 days following each meeting	<ul style="list-style-type: none"> <li>• Information sent to public involvement contact list</li> <li>• NCTCOG publication article</li> <li>• Social media</li> <li>• Newspaper ad, including minority publications</li> <li>• News release</li> </ul>
Metropolitan Transportation Plan Update	Multiple public meetings throughout the region at day and evening times at least 30 days prior to requesting RTC approval, and at least one meeting will be video recorded and posted online at <a href="http://www.nctcog.org/video">www.nctcog.org/video</a>	30 days	<ul style="list-style-type: none"> <li>• Information sent to public involvement contact list</li> <li>• NCTCOG publication article</li> <li>• Social media</li> <li>• Newspaper ad, including minority publications</li> <li>• News release</li> </ul>

## ***Metropolitan Transportation Plan, continued***

<b>Transportation Planning Action</b>	<b>Minimum Public Involvement Opportunity</b>	<b>Length of Comment Period</b>	<b>Minimum Notification of Opportunity</b>
Metropolitan Transportation Plan Amendment	Multiple public meetings throughout the region at day and evening times at least 30 days prior to requesting RTC approval, and at least one meeting will be video recorded and posted online at <a href="http://www.nctcog.org/video">www.nctcog.org/video</a>	30 days	<ul style="list-style-type: none"> <li>• Information sent to public involvement contact list</li> <li>• NCTCOG publication article</li> <li>• Social media</li> <li>• Newspaper ad, including minority publications</li> <li>• News release</li> </ul>
Metropolitan Transportation Plan administrative revisions	Summary of modifications accessible from <a href="http://www.nctcog.org/input">www.nctcog.org/input</a> for informational purposes.	Not applicable	<ul style="list-style-type: none"> <li>• Availability of information included on next notice for a public input opportunity</li> </ul>

## Transportation Improvement Program

As projects listed in the Metropolitan Transportation Plan move closer to implementation, they are added to the Transportation Improvement Program, a comprehensive, multi-year list of funded transportation projects. The TIP lists projects with committed funds from federal, state and local sources. To maintain an accurate project listing, this document is updated on a regular basis, according to the Transportation Improvement Program Modification Policy in Appendix C. The modification policy defines types of TIP modifications and the related procedures. Every two to three years, NCTCOG, in cooperation with the Texas Department of Transportation, local governments and transportation agencies, develops a new TIP. Public comments on the TIP will be included in the documentation of the TIP or by reference to the Transportation Conformity documentation. With an increased focus on expediting project implementation and funding allocation, there may be very rare occasions in which issues arise that require urgent modification of the Transportation Improvement Program due to funding requirements or timelines. In these cases, there will be adequate public notice and clear communication of the abbreviated comment period. An abbreviated comment period will be at least 72 hours. Longer comment periods are preferred and will be offered whenever possible.

Transportation Planning Action	Minimum Public Involvement Opportunity	Length of Comment Period	Minimum Notification of Opportunity
Development of the Transportation Improvement Program	Multiple public meetings throughout the region at day and evening times at least 30 days prior to requesting RTC approval, and at least one meeting will be video recorded and posted online at <a href="http://www.nctcog.org/video">www.nctcog.org/video</a>	30 days	<ul style="list-style-type: none"> <li>• Information sent to public involvement contact list</li> <li>• NCTCOG publication article</li> <li>• Social media</li> <li>• Newspaper ad, including minority publications</li> <li>• News release</li> </ul>
TIP Revisions requiring Regional Transportation Council approval	Recommendations posted online for public review and comment at <a href="http://www.nctcog.org/input">www.nctcog.org/input</a>	30 days	<ul style="list-style-type: none"> <li>• Information sent to public involvement contact list</li> <li>• NCTCOG publication article</li> <li>• Social media</li> <li>• Newspaper ad, including minority publications</li> <li>• News release</li> </ul>
TIP Administrative Amendments and modifications supporting previous RTC action	Summary of modifications accessible from <a href="http://www.nctcog.org/input">www.nctcog.org/input</a> for informational purposes.	Not applicable	<ul style="list-style-type: none"> <li>• Availability of information included on next notice for a public input opportunity</li> </ul>
Project changes not requiring TIP modification	Not applicable	Not applicable	Not applicable



## Transportation Conformity

The region's long- and short-range transportation plans, the Metropolitan Transportation Plan and Transportation Improvement Program, must comply with federal air quality regulations because the Dallas-Fort Worth area is designated by the EPA as nonattainment for the pollutant ozone. The Transportation Conformity analysis documents that the total ozone-causing pollution expected from all of the region's planned transportation projects are within limits established in the State Implementation Plan. The analysis incorporates, among many factors, the expected completion date of transportation projects. The draft conformity determination of the Metropolitan Transportation Plan and Transportation Improvement Program and supporting documentation shall be made available at the related public meetings.

Transportation Planning Action	Minimum Public Involvement Opportunity	Length of Comment Period	Minimum Notification of Opportunity
Transportation Conformity determination draft related to development of the Transportation Improvement Program or Metropolitan Transportation Plan	Multiple public meetings throughout the region at day and evening times at least 30 days prior to requesting RTC approval, and at least one meeting will be video recorded and posted online at <a href="http://www.nctcog.org/video">www.nctcog.org/video</a>	30 days	<ul style="list-style-type: none"> <li>• Information sent to public involvement contact list</li> <li>• NCTCOG publication article</li> <li>• Social media</li> <li>• Newspaper ad, including minority publications</li> <li>• News release</li> </ul>
Transportation Conformity determination draft related to update or amendment of the Metropolitan Transportation Plan	Multiple public meetings throughout the region at day and evening times at least 30 days prior to requesting RTC approval, and at least one meeting will be video recorded and posted online at <a href="http://www.nctcog.org/video">www.nctcog.org/video</a>	30 days	<ul style="list-style-type: none"> <li>• Information sent to public involvement contact list</li> <li>• NCTCOG publication article</li> <li>• Social media</li> <li>• Newspaper ad, including minority publications</li> <li>• News release</li> </ul>
Transportation Conformity draft related to changes to the transportation system	One or more public meetings at least 30 days prior to RTC approval.	30 days	<ul style="list-style-type: none"> <li>• Information sent to public involvement contact list</li> <li>• NCTCOG publication article</li> <li>• Social media</li> <li>• Newspaper ad, including minority publications</li> <li>• News release</li> </ul>

## Transportation Conformity, continued

Transportation Planning Action	Minimum Public Involvement Opportunity	Length of Comment Period	Minimum Notification of Opportunity
Transportation Conformity draft related to changes in the emission budget of the State Implementation Plan and/or nonattainment area boundary changes	Draft conformity determination and supporting data posted online for public review and comment at <a href="http://www.nctcog.org/input">www.nctcog.org/input</a>	30 days	<ul style="list-style-type: none"> <li>• Information sent to public involvement contact list</li> <li>• NCTCOG publication article</li> <li>• Social media</li> <li>• Newspaper ad, including minority publications</li> <li>• News release</li> </ul>
Transportation Conformity approval by federal partners	None, final approval available at <a href="http://www.nctcog.org/conformity">www.nctcog.org/conformity</a>	Not applicable	<ul style="list-style-type: none"> <li>• News release announcing federal approval</li> </ul>

**Federal Transit Administration Funding**

Local public transportation providers receive Federal Transit Administration (FTA) funds through the Urbanized Area Formula Program. The providers request Urbanized Area Formula Program funds, including Job Access / Reverse Commute (JA/RC) projects, through their annual Programs of Projects (POPs). The POPs are included in the Transportation Improvement Program following public comment and approval by the Regional Transportation Council. The public involvement procedures outlined below satisfy the federal public participation requirements associated with development of POPs, and this is stated on public meeting notices. Additionally, up to two percent of the Urbanized Area Formula Program funds are awarded through a competitive Call for Projects for Job Access / Reverse Commute projects. NCTCOG follows the same public involvement procedures when recommending the award of funds through a Call for Projects. Local public transportation providers may also receive funds from other FTA formula programs, and the public will have an opportunity to review and comment on the recommendations. Whenever possible, draft POPs and other funding recommendations will be combined with a discussion about regional public transportation needs and priorities to garner interest and provide for a more comprehensive discussion. Changes to POPs will be addressed through the Transportation Improvement Program modification process.

Transportation Planning Action	Minimum Public Involvement Opportunity	Length of Comment Period	Minimum Notification of Opportunity
Draft Programs of Projects for Urbanized Area Formula Program funds (includes Job Access / Reverse Commute projects)	Multiple public meetings throughout the region at day and evening times, and at least one meeting will be video recorded and posted online at <a href="http://www.nctcog.org/video">www.nctcog.org/video</a>	30 days	<ul style="list-style-type: none"> <li>• Information sent to public involvement contact list</li> <li>• NCTCOG publication article</li> <li>• Social media</li> <li>• Newspaper ad, including minority publications</li> <li>• News release</li> </ul>
Funding recommendations for other Federal Transit Administration formula programs, e.g., Bus and Bus Facilities, Enhanced Mobility of Seniors and Individuals with Disabilities and State of Good Repair	Multiple public meetings throughout the region at day and evening times, and at least one meeting will be video recorded and posted online at <a href="http://www.nctcog.org/video">www.nctcog.org/video</a>	30 days	<ul style="list-style-type: none"> <li>• Information sent to public involvement contact list</li> <li>• NCTCOG publication article</li> <li>• Social media</li> <li>• Newspaper ad, including minority publications</li> <li>• News release</li> </ul>

## **Annual Listing of Obligated Projects**

Federal regulations require NCTCOG to develop an annual listing of obligated projects, including investments in roadways, transit, maintenance, pedestrian walkways and bicycle transportation facilities, for which federal funds were obligated in the preceding fiscal year. NCTCOG, in consultation and coordination with the Texas Department of Transportation and public transportation agencies, compiles the information and publishes the annual listing of projects at [www.nctcog.org/annual](http://www.nctcog.org/annual).

<b>Transportation Planning Action</b>	<b>Minimum Public Involvement Opportunity</b>	<b>Length of Comment Period</b>	<b>Minimum Notification of Opportunity</b>
Publishing of Annual Listing of Obligated Projects	Review only at <a href="http://www.nctcog.org/annual">www.nctcog.org/annual</a>	Not applicable	<ul style="list-style-type: none"> <li>• Information sent to public involvement contact list</li> <li>• NCTCOG publication article</li> <li>• Social media</li> </ul>

## **Congestion Management Process**

The Congestion Management Process outlines lower-cost projects and programs for the effective management of transportation facilities and systems, maximizing the benefit of available resources and improving reliability of the system. A transportation system as large as Dallas-Fort Worth's needs more than just capital improvements to run smoothly. The CMP includes quick-to-implement, low-cost strategies to better operate the system and manage travel-demand. These strategies complement costly infrastructure improvements. This plan is required of metropolitan areas with populations exceeding 200,000 people, and it is updated periodically.

<b>Transportation Planning Action</b>	<b>Minimum Public Involvement Opportunity</b>	<b>Length of Comment Period</b>	<b>Minimum Notification of Opportunity</b>
Development of the Congestion Management Process	Multiple public meetings throughout the region at day and evening times, and at least one meeting will be video recorded and posted online at <a href="http://www.nctcog.org/video">www.nctcog.org/video</a>	30 days	<ul style="list-style-type: none"> <li>• Information sent to public involvement contact list</li> <li>• NCTCOG publication article</li> <li>• Social media</li> <li>• Newspaper ad, including minority publications</li> <li>• News release</li> </ul>

## ***Environmental Studies***

Whenever NCTCOG is involved in the development of environmental documents pursuant to the National Environmental Policy Act (NEPA), the public involvement requirements of implementing agencies; and when applicable, the Texas Department of Transportation Environmental Manual, will be met. During this process, NCTCOG will continuously coordinate with the implementing agency.

Additionally, as the Metropolitan Planning Organization for the Dallas-Fort Worth area, NCTCOG receives copies of draft environmental documents to make available to the public for review and comment during business hours. The comment period is determined by the agency publishing the document.

## **4. Integrated, Comprehensive Outreach and Communications**

### ***Expanding Opportunities to Learn about, Provide Input on Plans***

By offering information in a variety of formats, NCTCOG is able to include far more people in the planning process than relying on a limited number of strategies and opportunities. Efforts to inform and gather input from the public include, but are not limited to, the following strategies.

Upon request, any NCTCOG Transportation Department information will be converted into alternative formats or languages.

### ***Websites and Technology***

Advances in technology have made it easier for the public to participate in the planning process on their own free time using a computer or mobile device. An increase in ownership of smart phones is narrowing the digital divide and presents additional opportunities to engage users.

The Internet is a dynamic tool that allows NCTCOG to reach a large cross section of people at times conducive to their schedules. People have access to web-based information 24 hours a day, seven days a week. Websites, e-mail lists, online video, webinars and social media can all be used to inform, educate and start dialogues about transportation planning.

NCTCOG maintains a website, [www.nctcog.org/trans](http://www.nctcog.org/trans), that provides easy access to information about the plans, programs and policies of the MPO. The website includes a calendar of events, committee activities and actions, requests for proposals and requests for qualifications and electronic versions of plans, reports, policies and program information. The site includes a search feature that allows users to find specific documents or other information using key words.

When information is released for public review and comment, it will be available at [www.nctcog.org/input](http://www.nctcog.org/input), which will be included on all communications announcing the public review and comment opportunity.

This site includes a Public Involvement web page, [www.nctcog.org/trans/outreach/involve](http://www.nctcog.org/trans/outreach/involve), to provide the latest information on public meetings, media releases, public surveys and the NCTCOG Transportation Department Public Participation Plan. Public meeting presentations, handouts, schedules, flyers and minutes are made available on this site as well. A printable public notification form for mailing or an online version that can be used via e-mail is available.

Interested parties may also directly access all Transportation Department staff members via e-mail, phone, fax or postal mail.

Finally, website visitors can easily subscribe to receive information from NCTCOG and submit comments and questions. Public information staff can make available to the public items on the website if a person does not have Internet access.

### ***Social Media***

The NCTCOG Transportation Department maintains a social media presence to inform North Texans about programs, projects, policies and opportunities for them to give input and be involved in the decision-making process. This includes the use of Facebook, Twitter, Instagram, Vimeo and YouTube. Additional types of social media may be added in the future. NCTCOG staff will post information on the department accounts and monitor and respond to questions and concerns as warranted. Additionally, staff occasionally submit suggested social media content to cities, chambers of commerce and other organizations for inclusion in their communications.

### ***Video***

One of several visualization techniques, video is used to increase understanding of complex transportation plans, policies and programs. Video recordings of public meetings and Regional Transportation Council meetings are posted online at [www.nctcog.org/video](http://www.nctcog.org/video). Video recordings of selected other meetings and workshops are also available. Additionally, short, informational videos are posted at [www.youtube.com/NCTCOGtrans](http://www.youtube.com/NCTCOGtrans) and [www.vimeo.com/NCTCOGtrans](http://www.vimeo.com/NCTCOGtrans). As needed, video will complement materials available for public review and comment at [www.nctcog.org/input](http://www.nctcog.org/input). Depending on the length of the video, not only will it be online at [www.nctcog.org/input](http://www.nctcog.org/input), but it will also be available at [www.nctcog.org/video](http://www.nctcog.org/video) or [www.youtube.com/NCTCOGtrans](http://www.youtube.com/NCTCOGtrans).

### ***Public Meetings, Workshops, Conferences, Forums and Other Events***

For large, complex or extensive transportation planning efforts, public meetings, workshops, roundtables, conferences, forums and other events allow for in-depth discussion. Typically, these events are reserved for development of plans, programs and policies and significant changes to those as well as more project or study area specific discussions.

As needed, NCTCOG Transportation Department will host these events to gather input and build consensus among various transportation stakeholders. To facilitate greater participation in public meetings specifically, the following criteria are considered when selecting meeting locations. These criteria also reflect Environmental Justice considerations.

- Meetings will be held in accessible locations, preferably near transit lines or routes.
- Meetings will be held in buildings that are in full compliance with the Americans with Disabilities Act of 1990.
- Presentations and supporting documentation, as needed, will be available at meetings.
- An informal meeting environment will be cultivated, allowing attendees to ask questions and submit comments.
- For meetings on a specific project, the meeting(s) will be held in corridor(s) directly affected by the project.
- The NCTCOG Transportation Department will make every effort to accommodate attendees with special needs if they provide sufficient notice. Upon request, language translation, including sign and foreign language interpreters and handouts in large print

or Braille, will be available. Additionally, staff will make every effort to accommodate requests from persons with disabilities. A minimum of three days advance notice is required for these arrangements to be provided. Public meeting notices will provide the telephone number and e-mail address to request special arrangements.

- At a minimum, the meeting will be audio taped. Video recording, however, is increasingly offered.

NCTCOG Transportation Department will, on occasion, provide other informational items at public meetings. Any additional information or materials may be requested at public meetings and NCTCOG can assure that information is mailed to citizens upon their request.

All public meeting notices are sent to selected newspapers, including minority publications, as necessary, to ensure regional coverage. Translated notices are sent to non-English newspapers. All public meetings are posted on the [Texas Register](#) website as part of the Open Meetings requirement. Public meeting notices are mailed to public libraries and city and county offices for posting. Additionally, notices are mailed and e-mailed to individuals, elected officials, transportation partners and organizations on the public involvement contact list, which is constantly growing. To be included, individuals subscribe at meetings and events, on the website or by contacting NCTCOG. Staff coordinate with public information officers of the cities in which meetings are scheduled, to request assistance in posting information, often on the city cable television channel, websites and social media accounts.

### ***Print and Digital Publications***

The NCTCOG Transportation Department develops publications designed to educate the public on transportation issues and encourage their active involvement. Many of the publications are sent to the public involvement contact list and made available at public meetings, community events and Regional Transportation Council and subcommittee meetings. All are available on the NCTCOG website or by contacting NCTCOG at [transinfo@nctcog.org](mailto:transinfo@nctcog.org) or 817-695-9240. Upon request, any NCTCOG Transportation Department publication will be converted into alternative formats or languages. Publications include, but are not limited to:

- *Citizen Guide to Transportation Planning and Programming in the Dallas-Fort Worth Metropolitan Area*
- Educational pieces, such as topic-specific *Fact Sheets* and the annual report
- Local Motion (a newsletter for local elected officials and transportation decision-makers)
- Metropolitan Transportation Plan Executive Summary
- *Mobility Matters* (a newsletter mailed and e-mailed to the public involvement list)
- Notices of public meetings, opportunities for public review and comment, workshops and open house events

Various planning documents and other publications are available upon request. Most can also be viewed via the NCTCOG website. These documents include, but are not limited to:

- Metropolitan Transportation Plan
- Transportation Improvement Program
- Congestion Management Process
- Transportation Conformity Analysis
- Technical Report Series
- Unified Planning Work Program

Environmental documents received by the Metropolitan Planning Organization are also available to the public. As the Metropolitan Planning Organization for the Dallas-Fort Worth area, NCTCOG receives copies of draft environmental documents to make available to the public for review and comment during business hours.

Finally, staff occasionally submit suggested article content to cities, chambers of commerce and other organizations for inclusion in their communications.

### ***Stakeholder Interviews***

Meeting with regional transportation stakeholders, such as community and business leaders, non-profit organization representatives and other individuals help staff understand local communities and how to best share relevant information and engage more and increasingly diverse groups of people in the transportation planning process.

### ***Speakers Bureau***

Staff often present to organizations and groups such as neighborhood associations, Kiwanis and Rotary groups, chambers of commerce, professional associations, businesses and non-profits, among others. To schedule a speaker or for more information, e-mail [transinfo@nctcog.org](mailto:transinfo@nctcog.org) or call 817-695-9240.

### ***Media Relations***

Proactive media outreach efforts include distributing news releases on major projects and programs and opportunities for public input to more than 240 reporters at local media outlets and community news sources, including minority news media. The extensive media list includes all major television stations and newspapers as well as radio stations. The media contact list is continuously updated, and staff are committed to coordinating with local editors and news directors and providing timely and accurate information. Staff participate in interviews with local and national print, radio and television media. The goal of furthering these relationships with local media is to foster greater public awareness and understanding among Dallas-Fort Worth area citizens regarding transportation issues.

### ***Surveys and Keypad Polling***

The NCTCOG Transportation Department may conduct surveys to determine public awareness and/or sentiment with regard to certain planning issues. Surveys may be relatively small endeavors designed to shed light on one or two issues, or may be large-scale planning endeavors. They may be in print and/or electronic versions.

Similar to a survey, keypad polling is another opportunity to gather input on community preferences and priorities. Polling questions can be integrated in a presentation and attendees respond with keypads provided by NCTCOG. Results can be immediately shown in the presentation or captured and reviewed later.

### ***Visualization***

Maps, charts, diagrams, illustrations, photographs, infographics, video and the use of color are used to visualize ideas, concepts, plans, projects and programs. Visualization elements are integrated in presentations, publications and website content.



## ***Advertising***

Paid advertising is used to announce public meetings, opportunities for public review and comment and other initiatives. Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) and the U.S. Code of Federal Regulations emphasize the importance of public involvement, including public meetings and the opportunity for public comment, in the transportation planning process and require adequate notice be given to the public of these activities. As such, paid advertising complements other outreach and communications efforts. Ads are placed in select newspapers, including minority publications, to ensure regional coverage. Online advertising may be used to complement traditional print advertising.

## ***Mail and E-mail***

The public involvement mail and e-mail lists provide for the most direct forms of communication. Together, they represent a comprehensive way to reach member governments, state agencies, neighborhood associations, civic organizations, transportation advocacy groups, social service organizations, freight companies, transit providers, chambers of commerce (including minority chambers), churches and individuals.

Individuals receive public meeting notices; information about public review and comment opportunities; announcements of workshops or open houses; educational brochures; newsletters; and other material suitable for mass mailings.

The lists are continually maintained and expanded based on requests from the NCTCOG Transportation Department web page (an online form is available for submission), returned mail and requests for additions and deletions from various sources and events.

## ***Community Events***

In an effort to educate the public and increase public awareness of transportation plans and programs, information is distributed at a variety of community events such as local government events, Earth Day celebrations, bike rallies, etc. To request NCTCOG's participation in an event or for more information, e-mail [transinfo@nctcog.org](mailto:transinfo@nctcog.org) or call 817-695-9240.

## ***Telephone Town Halls***

The NCTCOG Transportation Department will periodically host telephone town hall discussions. Announced through NCTCOG Transportation Department communications, interested individuals can sign up to participate. The format is similar to a radio show, except participants listen in from their phones. Staff provide information on a topic and callers can then ask questions or make comments. Callers can participate on either a landline or mobile phone and polling can be integrated in the discussion, as relevant. An audio recording is captured and posted online.

## ***Connections and Shareable Content***

Staff will seek to develop connections and partnerships with a wide range of outreach professionals, community groups, jurisdictions and agencies to extend the reach of messaging about transportation and air quality issues and opportunities for public input. Engagement of NCTCOG committee members and community leaders willing to share NCTCOG information will also help involve new audiences in the planning process.

## 5. Evaluation

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The evaluation structure incorporates both quantitative and qualitative evaluation and aligns the results with desired outcomes for measuring the strategy. Ultimately, staff gain a better understanding of how time and resources devoted to strategies are having an impact on public involvement and the overall transportation planning process.

<b>Strategy</b>	<b>Quantitative and Qualitative Evaluation</b>	<b>Desired Evaluation Outcomes</b>
<b>Website and Technology</b>	<ul style="list-style-type: none"> <li>• Website visits</li> <li>• Source of web traffic/referring websites</li> <li>• Time spent on web pages</li> <li>• Navigation on web pages</li> <li>• Search terms</li> <li>• Language</li> <li>• Browser/device</li> <li>• Geography</li> </ul>	<ul style="list-style-type: none"> <li>• Identification of trends and changes for website usage over time.</li> <li>• Understanding of how other outreach and communications strategies may influence website use.</li> <li>• Prioritization of and increased accesibility to information and opportunities for input most important to the public.</li> </ul>
<b>Social Media</b>	<ul style="list-style-type: none"> <li>• Interactions and engagement</li> <li>• Audience</li> <li>• Content views</li> <li>• Geography</li> </ul>	<ul style="list-style-type: none"> <li>• Broader distribution of information and public involvement opportunities through shareable content, interactions and engagement.</li> <li>• Increased feedback and public input.</li> </ul>
<b>Video</b>	<ul style="list-style-type: none"> <li>• Views</li> <li>• Average view duration/time spent</li> <li>• Geography (NCTCOG website only)</li> <li>• Information viewed (NCTCOG website only)</li> <li>• Engagement/likes (YouTube only)</li> <li>• Subscribers (YouTube only)</li> </ul>	<ul style="list-style-type: none"> <li>• Access to meetings at anytime from anywhere.</li> <li>• Engaging, visual content to make complex transportation issues more understandable.</li> <li>• Elimination of time constraint and travel/geographic barriers.</li> </ul>

<b>Strategy</b>	<b>Quantitative and Qualitative Evaluation</b>	<b>Desired Evaluation Outcomes</b>
<b>Public Meetings, Community Workshops, Roundtables, Conferences, Forums and Other Events</b>	<ul style="list-style-type: none"> <li>• Number of events hosted</li> <li>• Attendance</li> <li>• Input received</li> <li>• Type of information distributed and shared</li> <li>• Geographic representation</li> <li>• Demographic information</li> <li>• Regional accessibility to event(s) or information (if applicable)</li> <li>• All events hosted at locations accessible to individuals with disabilities</li> <li>• Notification of how to request language translation or special accommodations at a public meeting</li> <li>• Communications strategies through which people learned about the event</li> <li>• Number of viewers of live or recorded video of the event</li> <li>• Communication strategies used to announce event</li> </ul>	<ul style="list-style-type: none"> <li>• Planned opportunities for the public to interact directly with staff.</li> <li>• Meaningful opportunities for all individuals to learn about and provide input on plans, programs and policies.</li> <li>• Notification of events through a variety of strategies.</li> <li>• Live and recorded video online complement in-person events, making information more accessible.</li> </ul>
<b>Print and Digital Publications</b>	<ul style="list-style-type: none"> <li>• Quantity of publications distributed</li> <li>• Distribution plan, e.g., accessibility of information in print and online</li> <li>• Website analytics for digital publications</li> <li>• Variety of publication formats</li> </ul>	<ul style="list-style-type: none"> <li>• Information is available in multiple formats and accessible to all communities.</li> <li>• Publication content encourages continued involvement in transportation planning.</li> <li>• Publications enhance understanding of plans, programs and policies.</li> </ul>
<b>Stakeholder Interviews</b>	<ul style="list-style-type: none"> <li>• Geographic representation</li> <li>• Variety of organizations/stakeholders interviewed</li> <li>• Opportunities for ongoing communication, engagement</li> <li>• Information learned to enhance communications, gather public input</li> </ul>	<ul style="list-style-type: none"> <li>• Increased understanding of audiences, region.</li> <li>• Identification of new opportunities to educate and engage new audiences and/or connections for shareable content.</li> </ul>

<b>Strategy</b>	<b>Quantitative and Qualitative Evaluation</b>	<b>Desired Evaluation Outcomes</b>
<b>Speakers Bureau</b>	<ul style="list-style-type: none"> <li>• Number of presentation requests</li> <li>• Groups reached</li> <li>• Number of people reached</li> <li>• Materials distributed</li> <li>• Input received</li> <li>• Topics of presentations</li> </ul>	<ul style="list-style-type: none"> <li>• Increased awareness of Transportation Department plans, programs and policies.</li> </ul>
<b>Media Relations</b>	<ul style="list-style-type: none"> <li>• Media coverage</li> <li>• Media requests</li> <li>• Number of news releases</li> <li>• Media contact list characteristics, e.g., number of reporters, types of news sources, regional diversity, inclusion of minority news sources</li> </ul>	<ul style="list-style-type: none"> <li>• Proactive media relations and communication of Metropolitan Planning Organization news, policies, programs and opportunities for public involvement.</li> <li>• Understanding of local, regional, statewide and national media coverage of transportation and air quality stories relevant to the Dallas-Fort Worth area.</li> </ul>
<b>Surveys and Keypad Polling</b>	<ul style="list-style-type: none"> <li>• Response rate</li> <li>• Completeness of responses</li> <li>• Percent of respondents who would participate in a public involvement activity again</li> </ul>	<ul style="list-style-type: none"> <li>• Feedback and public input.</li> <li>• Relevant, accessible and simple opportunities to gather feedback and public input.</li> <li>• Information about public understanding, awareness and priorities.</li> <li>• Results facilitate further discussion and inform decisions.</li> </ul>
<b>Visualization</b>	<ul style="list-style-type: none"> <li>• Visualization resources available to staff</li> <li>• Use of visualization in presentations and publications and on the website</li> <li>• Input received</li> <li>• Demonstrated or stated understanding of ideas, concepts, plans, projects or programs among intended audience</li> </ul>	<ul style="list-style-type: none"> <li>• Improved understanding of ideas, concepts, plans, projects and programs.</li> <li>• Informed input.</li> <li>• Facilitates analysis of data.</li> </ul>
<b>Advertising</b>	<ul style="list-style-type: none"> <li>• Impressions/number of people potentially reached</li> <li>• Click throughs of online ads</li> <li>• Comments received noting advertising</li> <li>• Diversity of advertising placements, e.g. minority news sources</li> </ul>	<ul style="list-style-type: none"> <li>• Broad regional distribution of opportunities for public input.</li> </ul>

<b>Strategy</b>	<b>Quantitative and Qualitative Evaluation</b>	<b>Desired Evaluation Outcomes</b>
<b>Mail and E-mail</b>	<ul style="list-style-type: none"> <li>• Number of contacts</li> <li>• Number of new contacts</li> <li>• Number of unsubscribes</li> </ul>	<ul style="list-style-type: none"> <li>• All interested individuals, organizations and communities receive regular communication from the department.</li> </ul>
<b>Community Events</b>	<ul style="list-style-type: none"> <li>• Number of events attended</li> <li>• Location of events</li> <li>• Number of events held/attended that provided opportunities for strengthening relationships with environmental justice populations</li> <li>• Event attendance</li> <li>• Interactions</li> </ul>	<ul style="list-style-type: none"> <li>• Opportunity for the public to interact directly with staff in an informal setting.</li> <li>• Makes information accessible where people are already gathering instead of requiring people seek it out.</li> <li>• Attending events throughout the region is important in the large planning area.</li> </ul>
<b>Telephone Town Halls</b>	<ul style="list-style-type: none"> <li>• Number of telephone town halls hosted</li> <li>• Number of registrants</li> <li>• Number of participants</li> <li>• Participation during telephone town hall</li> <li>• Input received</li> <li>• Topics of telephone town halls</li> <li>• Website analytics for registration page</li> </ul>	<ul style="list-style-type: none"> <li>• Elimination of time constraint and travel/geographic barriers.</li> <li>• Planned opportunities for the public to interact directly with staff.</li> <li>• Meaningful opportunities for all individuals to learn about and provide input on plans, programs and policies.</li> </ul>
<b>Connections and Shareable Content</b>	<ul style="list-style-type: none"> <li>• Article and social media content sent to partners, local governments, community groups and other organizations</li> <li>• Content published by partners, local governments, community groups and other organizations</li> <li>• New audiences reached through established connections</li> </ul>	<ul style="list-style-type: none"> <li>• Extended reach of messaging about transportation and air quality issues and opportunities for public input.</li> <li>• Sustained engagement of connections who influence/conduct outreach.</li> <li>• Communication in a format that facilitates sharing with others.</li> </ul>

### ***Overall Quantitative and Qualitative Evaluation***

Ongoing evaluation of the overall public participation process will consider the following data, and the information will be used to establish priorities and refine efforts.

- Type and quantity of materials distributed
- Translation of materials
- Number of opportunities for specific public input
- Number of public comments
- How comments influence regional transportation plans
- Timely responses to public comments
- Communication about final plans, policies and programs following public input opportunities

### ***Evaluation of Project-specific Outreach***

Some or all of the strategies outlined in the Public Participation Plan may be used for project-specific outreach, and the corresponding evaluation criteria and outcomes apply. Additional outcomes, however, may also be established to complement measureable public involvement goals for public involvement specific to the project. At the beginning of a project requiring public involvement, staff will outline strategies and expected outcomes so the public knows what to expect. How public involvement influences or changes the project will be communicated throughout the project and documented in final reports as applicable.

# Public Participation Plan (February 2015)

## Appendix A

### ***Laws and Legislation Relevant to Public Participation***

#### **Federal Legislation and Executive Orders**

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##### ***Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21)***

MAP-21, the most recent federal transportation legislation, and the associated implementing regulations emphasize the importance of public involvement and contain specific language outlining requirements for public participation processes and procedures. In general, MAP-21 legislation and regulations maintained requirements of previous transportation legislation (ISTEA, TEA-21 and SAFETEA-LU) and did not establish any new requirements.

Elements of the Public Participation Plan that specifically respond to requirements:

- Notices of public input opportunities, including public meetings, will be sent to newspapers to ensure regional coverage. Translated notices will also be sent to non-English newspapers. Notification is also sent to local libraries, city halls, county court houses and chambers of commerce (including minority chambers). NCTCOG will maintain a comprehensive contact list of individuals and organizations that wish to be notified of all public input opportunities as well as stakeholders outlined in federal requirements.
- Information is disseminated through NCTCOG's publications, reports, public meetings and other outreach events, the NCTCOG website, local media sources and open meetings.
- To the maximum extent possible, NCTCOG will employ visualization techniques such as maps, charts, graphs, photos and computer simulation in its public involvement activities.
- Reports, plans, publications, recent presentations and other information are available on the NCTCOG website. Public comments may also be submitted on the NCTCOG Transportation Department website and via e-mail. Interested parties may subscribe to receive topic specific e-mail correspondence. Additional web-related communication tools are evaluated continuously for implementation.
- Public meetings are held in diverse locations throughout the region, accessible to individuals with disabilities, preferably near transit lines or routes, at both day and evening times. Public meeting materials and summaries are archived online and hard copies can be mailed upon request.
- Public meetings will be held during development of the Transportation Improvement Program, Metropolitan Transportation Plan and Unified Planning Work Program. There are also online public input opportunities. All public comments will be reviewed and considered by the Regional Transportation Council and standing technical, policy and strategic committees. Public comments received on the TIP and the MTP shall be included in documentation of the TIP and the MTP or via reference to Transportation Conformity documentation.

- If the final TIP or MTP significantly differs from the draft made available for public review and public comment and raises new material issues that interested parties could not reasonably have foreseen from the public involvement efforts, an additional opportunity for public comment will be provided.
- When possible, public meetings will be coordinated with the Texas Department of Transportation.
- NCTCOG regularly reviews its Transportation Public Participation Plan. If modified in a more restrictive fashion, a 45-day comment period will be held following the public meetings at which proposed revisions are discussed.

**23 CFR §450.316 Interested parties, participation, and consultation.**

(a) The MPO shall develop and use a documented participation plan that defines a process for providing citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled, and other interested parties with reasonable opportunities to be involved in the metropolitan transportation planning process.

(1) The participation plan shall be developed by the MPO in consultation with all interested parties and shall, at a minimum, describe explicit procedures, strategies, and desired outcomes for:

(i) Providing adequate public notice of public participation activities and time for public review and comment at key decision points, including but not limited to a reasonable opportunity to comment on the proposed metropolitan transportation plan and the TIP;

(ii) Providing timely notice and reasonable access to information about transportation issues and processes;

(iii) Employing visualization techniques to describe metropolitan transportation plans and TIPs;

(iv) Making public information (technical information and meeting notices) available in electronically accessible formats and means, such as the World Wide Web;

(v) Holding any public meetings at convenient and accessible locations and times;

(vi) Demonstrating explicit consideration and response to public input received during the development of the metropolitan transportation plan and the TIP;

(vii) Seeking out and considering the needs of those traditionally underserved by existing transportation systems, such as low-income and minority households, who may face challenges accessing employment and other services;

(viii) Providing an additional opportunity for public comment, if the final metropolitan transportation plan or TIP differs significantly from the version that was made available for public comment by the MPO and raises new material issues which interested parties could not reasonably have foreseen from the public involvement efforts;



(ix) Coordinating with the statewide transportation planning public involvement and consultation processes under subpart B of this part; and

(x) Periodically reviewing the effectiveness of the procedures and strategies contained in the participation plan to ensure a full and open participation process.

(2) When significant written and oral comments are received on the draft metropolitan transportation plan and TIP (including the financial plans) as a result of the participation process in this section or the interagency consultation process required under the EPA transportation conformity regulations (40 CFR part 93), a summary, analysis, and report on the disposition of comments shall be made as part of the final metropolitan transportation plan and TIP.

(3) A minimum public comment period of 45 calendar days shall be provided before the initial or revised participation plan is adopted by the MPO. Copies of the approved participation plan shall be provided to the FHWA and the FTA for informational purposes and shall be posted on the World Wide Web, to the maximum extent practicable.

(b) In developing metropolitan transportation plans and TIPs, the MPO should consult with agencies and officials responsible for other planning activities within the MPA that are affected by transportation (including State and local planned growth, economic development, environmental protection, airport operations, or freight movements) or coordinate its planning process (to the maximum extent practicable) with such planning activities. In addition, metropolitan transportation plans and TIPs shall be developed with due consideration of other related planning activities within the metropolitan area, and the process shall provide for the design and delivery of transportation services within the area that are provided by:

(1) Recipients of assistance under title 49 U.S.C. Chapter 53;

(2) Governmental agencies and non-profit organizations (including representatives of the agencies and organizations) that receive Federal assistance from a source other than the U.S. Department of Transportation to provide non-emergency transportation services; and

(3) Recipients of assistance under 23 U.S.C. 204.

(c) When the MPA includes Indian Tribal lands, the MPO shall appropriately involve the Indian Tribal government(s) in the development of the metropolitan transportation plan and the TIP.

(d) When the MPA includes Federal public lands, the MPO shall appropriately involve the Federal land management agencies in the development of the metropolitan transportation plan and the TIP.

(e) MPOs shall, to the extent practicable, develop a documented process(es) that outlines roles, responsibilities, and key decision points for consulting with other governments and agencies, as defined in paragraphs (b), (c), and (d) of this section, which may be included in the agreement(s) developed under §450.314.

## ***Title VI of the Civil Rights Act of 1964: Nondiscrimination in Federally Assisted Programs***

Title VI states that no person is excluded from participation in, denied the benefit of, or subjected to discrimination under any program or activity receiving federal financial assistance on the basis of race, color, national origin, age, sex, disability, or religion. Title VI prohibits discrimination: whether intentional or where the unintended effect is unduly burdensome.

Title VI Complaint Procedures (Appendix D) outlines the NCTCOG Title VI policy, how an individual may submit a complaint, how the complaint will be investigated and potential resolution scenarios.

## ***Executive Order 12898: Federal Actions to Address Environmental Justice in Minority and Low-Income Populations***

In response to Executive Order 12898: Federal Actions to Address Environmental Justice in Minority and Low-Income Populations, NCTCOG's policy reflects that no segment of the region should, because of race, economic makeup, age, sex, or disability, bear a disproportionate share of the adverse human health or environmental effects, including social and economic effects, of its programs, policies and activities or be denied equal access to environmental benefits. Other fundamental concepts of Environmental Justice included in NCTCOG's policy are to ensure the full and fair participation by all potentially affected communities in the transportation decision-making process; and to prevent the denial of, reduction in, or significant delay in receipt of benefits by minority and low-income populations.

NCTCOG addresses Environmental Justice concerns throughout the transportation planning process, and it is the responsibility of all staff to consider the needs of traditionally underserved communities during planning, project selection and project implementation. As the Public Participation Plan is implemented, special consideration is given to ensure all residents have reasonable access to information and opportunities to give input. Demographic data is analyzed to identify areas having considerable numbers of protected populations, and this can be used for public meeting location and outreach event selection as well as identification of need for more targeted or diverse outreach efforts.

## ***Executive Order 13166: Improving Access to Service for Persons with Limited English Proficiency***

In 2000, President William J. Clinton signed Executive Order 13166: Improving Access to Services for Persons with Limited English Proficiency. The order provided clarification of Title VI in the Civil Rights Act of 1964, stating that recipients of federal funds must "ensure that the programs and activities they normally provide in English are accessible to LEP persons and thus do not discriminate on the basis of national origin."

The order also required federal agencies and recipients of federal financial assistance to examine the services they provide and develop an implementation plan to provide meaningful access to LEP persons.

Guidance from the Federal Highway Administration, Federal Transit Administration and the Texas Department of Transportation stresses the importance of reducing language barriers that can prevent meaningful access by LEP persons to important services. NCTCOG values public involvement and feedback and encourages participation by all communities.

To ensure all communities have meaningful access to information and opportunities to participate in the planning process, the NCTCOG Transportation Department analyzes department activities and demographic information for the region in order to:

- Identify LEP persons who need language assistance and determine how these individuals are served or likely to be served by NCTCOG Transportation Department programs.
- Outline how language assistance will be available.
- Train staff for considering the needs of and interacting with LEP persons.
- Provide notice to LEP persons.
- Monitor and update plans and strategies that address how LEP individuals have access to information and opportunities for program participation.

Because transportation planning and services provided by NCTCOG can be both a benefit and a burden to economic development, employment, housing, education, healthcare and social opportunities, NCTCOG staff is dedicated to assessing the location and needs of LEP communities and consequently, the services NCTCOG provides to these communities.

A Language Assistance Plan (LAP) (Appendix B) outlines NCTCOG's efforts to make information available to limited English proficient (LEP) persons. According to U.S. Department of Transportation Guidelines, a four-factor analysis is used to evaluate the extent to which language assistance measures are required to ensure meaningful access to LEP persons.

The four-factor analysis considers:

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by a program, activity or service.
2. The frequency with which LEP individuals come in contact with the program.
3. The nature and importance of the program, activity or service provided by the federal-funding recipient to people's lives.
4. Resources available to federal-funding recipients and costs of language assistance.

The LAP outlines demographic information, analysis of Department activities, language assistance provided and communication to LEP persons about the availability of language assistance.

# Public Participation Plan (February 2015)

## Appendix B

### ***Language Assistance Plan (Updated February 2014)***

The North Central Texas Council of Governments (NCTCOG) is committed to incorporating environmental justice elements and Title VI considerations into the public participation process for transportation planning. Input and involvement from populations that have been traditionally underserved by existing transportation systems including, but not limited to, low-income and minority households, are sought out and their needs considered. Various communication strategies and information formats seek to make information easily accessible and understandable.

Title VI states that no person shall be excluded from participation in, denied the benefit of, or subjected to discrimination under any program or activity receiving federal financial assistance on the basis of race, color, national origin, age, sex, disability, or religion. Title VI prohibits discrimination whether intentional or where the unintended effect is unduly burdensome. The North Central Texas Council of Governments Transportation Department Title VI Complaint Procedures (Appendix D) establishes a procedure under which complaints alleging discrimination in NCTCOG's provisions, services, or NCTCOG activities can be made by persons who are not employees of NCTCOG.

The U.S. Department of Transportation defines Limited English Proficiency (LEP) as persons who do not speak English as their primary language and who have limited ability to read, write, speak, or understand English.

#### Executive Order 13166

In 2000, President William J. Clinton signed Executive Order 13166 "Improving Access to Services for Persons with Limited English Proficiency." The order provided clarification of Title VI in the Civil Rights Act of 1964, stating that recipients of federal funds must "ensure that the programs and activities they normally provide in English are accessible to LEP persons and thus do not discriminate on the basis of national origin."

The order also required federal agencies and recipients of federal financial assistance to examine the services they provide and develop an implementation plan to provide meaningful access to LEP persons.

Guidance from the Federal Highway Administration, Federal Transit Administration and the Texas Department of Transportation stresses the importance of reducing language barriers that can prevent meaningful access by LEP persons to important services. NCTCOG values public involvement and feedback and encourages participation by all communities.

To ensure all communities have meaningful access to information and opportunities to participate in the planning process, the NCTCOG Transportation Department analyzes department activities and demographic information for the region in order to:

- Identify LEP persons who need language assistance and determine how these individuals are served or likely to be served by NCTCOG Transportation Department programs.
- Outline how language assistance will be available.
- Train staff for considering the needs of and interacting with LEP persons.
- Provide notice to LEP persons.
- Monitor and update plans and strategies that address how LEP individuals have access to information and opportunities for program participation.

Because transportation planning and services provided by NCTCOG can be both a benefit and a burden to economic development, employment, housing, education, healthcare and social opportunities, NCTCOG staff is dedicated to assessing the location and needs of LEP communities and consequently, the services NCTCOG provides to these communities.

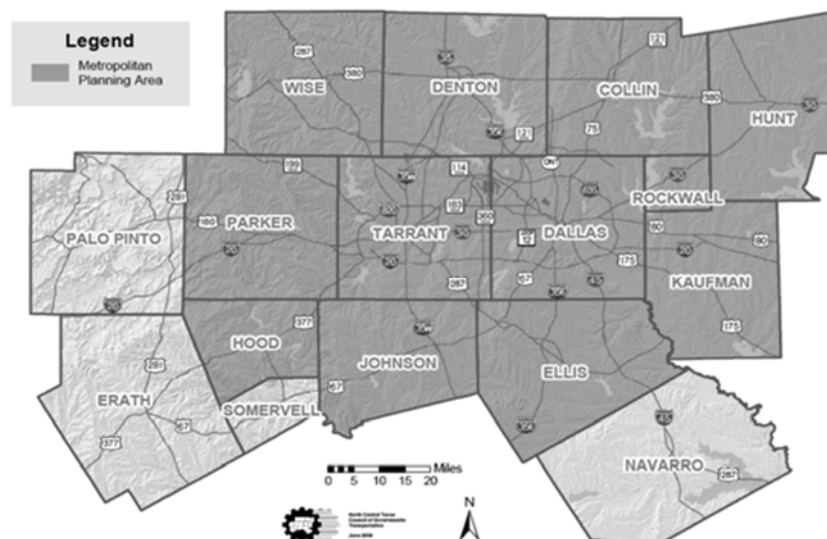
### **Identification of LEP Populations and Determination of How These Individuals are Served or Likely to be Served by NCTCOG Transportation Department Programs**

The U.S. Department of Transportation issued Policy Guidance to federal financial assistance recipients regarding Title VI prohibition against national origin discrimination affecting LEP persons. In this guidance, the U.S. Department of Transportation provided the four-factor analysis as an approach to evaluate the extent to which language assistance measures are required to ensure meaningful access to LEP persons.

*Factor 1: The number or proportion of LEP persons eligible to be served or likely to be encountered by a program, activity, or service of the recipient grantee.*

The Metropolitan Planning Area boundary encompasses 12 counties (Collin, Dallas, Denton, Ellis, Hood, Hunt, Johnson, Kaufman, Parker, Rockwall, Tarrant and Wise).

### **Limited English Proficiency Service Area**



Data for the 12-county Metropolitan Planning Area was gathered using the 2000 Decennial Census and the 2006-2010 American Community Survey to analyze a ten-year change. Data from the 2008-2012 American Community Survey was also included to show the most recent language statistics available. LEP persons were classified as anyone over the age of five that described their ability to speak English as 'well,' 'not well,' and 'not at all.' Figures from both data sets were compiled to provide an approximation for the rate of growth of LEP persons in the service area.

In 2010, the American Community Survey estimated population over five was 5,698,467 for the 12-county region. The LEP population was 765,371, approximately 13.4 percent of the total population over five. Data from the 2000 Census showed the LEP population to be 596,426; which is a 28.3 percent increase. Spanish was the largest language represented among the LEP population with 11 percent of the total population. Asian languages were the second largest group among the LEP population comprising 1.6 percent of the total population. LEP individuals speaking Indo-European languages and Other languages comprised 0.6 percent and 0.2 percent of the total population, respectively.

**LEP Population for the 12-County Dallas-Fort Worth Metropolitan Planning Area**

Total Metropolitan Planning Area (MPA) Population Over 5		Total MPA LEP Population	% LEP of Total Population	Total MPA Spanish LEP Population	% Spanish LEP of Total Population	Total MPA Asian Languages LEP Population*	% Asian Languages LEP of Total Population	Total MPA Indo-European Languages LEP Population	% Indo-European Languages LEP of Total Population	Total MPA Other Languages LEP Population	% Other Languages LEP of Total Population
2000 Census	4,782,849	596,426	12.5%	486,399	10.2%	66,633	1.4%	29,705	0.6%	9,451	0.2%
2006-2010 American Community Survey	5,698,467	765,371	13.4%	624,880	11.0%	89,868	1.6%	35,731	0.6%	14,892	0.2%
2000-2010 % Change	19.4%	28.3%		28.5%		34.9%		20.3%		57.6%	
2008-2012 American Community Survey	5,947,648	788,157	13.3%	634,403	10.7%	95,643	1.6%	40,866	0.7%	17,245	0.3%
2010-2012 % Change	4.4%	3.0%		1.5%		6.4%		14.4%		15.8%	

Source: 2000 Census, 2006-2010 and 2008-2012 American Community Survey; www.census.gov

Limited English Proficiency (LEP) is classified as any person whose primary language is other than English and answered that their ability to speak English was “well,” “not well,” and “not at all.”

The Dallas-Fort Worth Metropolitan Planning Area consists of; Collin, Dallas, Denton, Ellis, Hood, Hunt, Johnson, Kaufman, Parker, Rockwall, Tarrant and Wise counties.

\*LEP Asian Languages for 2010 include: Vietnamese (0.58%), Chinese (0.33%), Korean (0.24%), Other Asian Languages (0.14%), Laotian (0.07%), Tagalog (0.06%), Thai (0.04%), Mon-Khmer, Cambodian (0.04%), Japanese (0.04%), Other Pacific Island Languages (0.02%) and Hmong (0.002%).

LEP Asian Languages for 2012 include: Vietnamese (0.62%), Chinese (0.35%), Korean (0.25%), Other Asian Languages (0.16%), Laotian (0.06%), Tagalog (0.06%), Mon-Khmer, Cambodian (0.04%), Japanese (0.04%), Thai (0.03%), Other Pacific Island Languages (0.02%) and Hmong (0.001%).

LEP data for individual languages is not available from the 2000 Census.

Recognizing that low literacy could also result in Limited English Proficiency, data from the U.S. Department of Education, Institute of Education Sciences, National Center for Education Statistics, 2003 National Assessment of Adult Literacy was analyzed. The study used population estimates for persons 16 years and older as of 2003. Individuals determined to lack basic literacy skills either scored below basic in prose or could not be tested due to language barriers.

The study found that 19 percent of the statewide population lacked basic literacy skills. Within the 12-county area, 21 percent of the Dallas County population lacked basic literacy skills. Dallas County was the only county in the region above the state percentage.

Location	Population Size <sup>1</sup>	Percent Lacking <i>Basic Literacy Skills</i> <sup>2</sup>
<b>Texas</b>	<b>15,936,279</b>	<b>19%</b>
Collin County	437,018	8%
Dallas County	1,650,735	21%
Denton County	371,897	8%
Ellis County	90,668	13%
Hood County	35,299	9%
Hunt County	60,001	13%
Johnson County	102,672	12%
Kaufman County	60,172	14%
Parker County	72,454	9%
Rockwall County	40,168	8%
Tarrant County	1,130,374	14%
Wise County	40,253	12%

<sup>1</sup> Estimated population size of persons 16 years and older in households in 2003.

<sup>2</sup> Those lacking *basic* prose literacy skills include those who scored *Below Basic* in prose and those who could not be tested due to language barriers.

Source: U.S. Department of Education, Institute of Education Sciences, National Center for Education Statistics, 2003 National Assessment of Adult Literacy

This Language Assistance Plan outlines how needs of the LEP population in the service area will be addressed, how language services will be made available and how LEP persons will be notified of these services.

*Factor 2: The frequency with which LEP individuals come in contact with the program.*

The nature of the programs associated with the Metropolitan Planning Organization dictate that the majority of contact with the public and LEP persons is through inquiries submitted to the MPO, public meetings, public outreach events, the MPO Website and program implementation activities.

In order to better inform the frequency with which LEP individuals come in contact with MPO programs, a staff survey of LEP encounters was conducted in 2011. Department staff members were asked if they had encountered an LEP individual in the past six months, and if so, what



languages they had encountered, the frequency and what type of work activity they were conducting. Of the 134 department staff members surveyed, 18 indicated that they encountered LEP individuals speaking six total languages in a period of six months. Spanish was the most common, followed by rare encounters of Vietnamese, Hindi, Arabic, Chinese and unspecified languages. The most frequent work activities in which staff encountered LEP individuals were phone calls and public meetings. The majority of interactions were related to the AirCheckTexas Drive a Clean Machine vehicle repair and replacement assistance program, a state-funded initiative to reduce ozone-causing emissions from high-polluting vehicles.

*Factor 3: The nature and importance of the program, activity or service provided by the recipient to people's lives.*

NCTCOG is the agency responsible for the regional transportation planning process; in this capacity, NCTCOG must ensure that all segments of the population are involved or have the opportunity to be involved in the decision making process. As required by federal guidelines, NCTCOG produces a Metropolitan Transportation Plan that outlines long-range transportation investments, a Transportation Improvement Program (TIP) that provides short-range planning for transportation investments, a Unified Planning Work Program (UPWP) that outlines tasks to be performed in the upcoming year and a Congestion Management Process for developing and implementing operational and travel-demand strategies that improve transportation system performance.

Consistent with the Public Participation Plan, planners seek public input on the products outlined above, which influence quality of life and mobility options in the region. Public meetings represent one way for North Texans to be informed and involved. Public meeting notices include the telephone number and e-mail address to request special arrangements for language translation or disability. On each notice, this information is included in English and Spanish. Public meetings are advertised in newspapers, and staff interact regularly with local reporters, some who contribute to minority publications. Translated ads are placed in the major Spanish newspapers.

Additionally, ten North Texas counties are classified by the U.S. Environmental Protection Agency as moderate nonattainment for eight-hour ozone levels. Collin, Dallas, Denton, Ellis, Johnson, Kaufman, Parker, Rockwall, Tarrant and Wise counties are classified as nonattainment. MPO transportation plans must show transportation conformity and comply with rules established by the Clean Air Act Amendments of 1990. Therefore, NCTCOG is also responsible for developing and implementing plans, policies and programs that reduce transportation-related emissions that lead to ozone formation.

Based on the LEP Interaction Survey described in Factor 2, staff has encountered the most LEP individuals through the AirCheckTexas program. This state program offers financial assistance to individuals who meet income requirements and wish to make emissions-related repairs or replace older, high-polluting vehicles. It allows local residents to contribute to the regional air quality solution. There are currently bilingual staff on the AirCheckTexas program team to assist Spanish speakers that are LEP. Additionally, web content and other materials for the general air quality public awareness campaign are available in English and Spanish.

*Factor 4: The resources available to the recipient and costs.*

NCTCOG currently has available, if needed, bilingual staff to assist in translation needs and/or translation review. NCTCOG also has agreements with translation services that cover many languages, as well as American Sign Language. To date, no translation services requests for public meetings have been received. NCTCOG currently utilizes a translation service and department staff to translate documents. The average cost for outside translation service is \$0.12 per word. At no cost, the Google Translate tool was added to the NCTCOG Transportation Department Website, allowing information to be available in 80 languages. Each year a portion of the community outreach budget is proactively allocated to translation services. Visualization tools such as animations, maps, renderings, photos and others are also used when possible to increase understanding among all audiences. These tools can also be especially beneficial for LEP persons. All language assistance will be provided at no charge to LEP individuals.

### **Guidelines for Making Language Assistance Available**

The four-factor analysis will be used as a tool for analyzing to what extent and how the needs of LEP communities are addressed during transportation planning and program implementation. For example, the four-factor analysis will be used to determine initial translation or alternative format needs for documents and the Website. Department reports, newsletters, brochures, other publications and Website information include instructions about how to request information be made available in another format. Translators and interpreters used by the NCTCOG Transportation Department will be evaluated to ensure accurate, high-quality language services are available to LEP persons.

Increased use of visualization tools will be used to make information more understandable and, in some cases, reduce the need for English proficiency.

Plans, projects and programs for areas with a high number of LEP persons will have materials that address needs of the population in that area. Environmental Justice communities, including non-English speakers, are mapped whenever possible to provide, as much as possible, plan- or project-specific data to be used.

The NCTCOG Transportation Department will make every effort to accommodate language translation needs, if provided sufficient notice. A minimum of three business days advance notice is required for these arrangements to be provided at public meetings.

NCTCOG Transportation Department staff will consistently seek out input and involvement from organizations and agencies which serve LEP populations to complement other language assistance and outreach efforts.

### **Staff Training for Considering the Needs of and Interacting with LEP Persons**

All NCTCOG Transportation Department staff members employed as of February 2013 completed training on the requirements and techniques for providing meaningful access to services for LEP persons. Training materials and resources continue to be available for review by all staff — including new employees.

## **Notice of Assistance Available for LEP Persons**

Public meeting notices include the telephone number and e-mail address to request special arrangements for language translation or disability. On each notice, this information is included in English and Spanish.

Notice of the North Central Texas Council of Governments Transportation Department Title VI Complaint Procedures is also included on publications such as public meeting notices and department publications.

Language assistance can be obtained by contacting the NCTCOG Transportation Department:

North Central Texas Council of Governments, Transportation Department  
P.O. Box 5888  
616 Six Flags Drive (76011)  
Arlington, TX 76005-5888  
**Phone:** (817) 695-9240  
**Fax:** (817) 640-3028  
**E-mail:** [transinfo@nctcog.org](mailto:transinfo@nctcog.org)  
**Website:** [www.nctcog.org/trans](http://www.nctcog.org/trans)

## **Monitoring and Updating Plans and Strategies that Address how LEP Individuals have Access to Information and Opportunities for Program Participation**

This Language Assistance Plan is intended to be reviewed and updated in conjunction with the NCTCOG Transportation Public Participation Plan.

Environmental justice and Title VI activities will be periodically summarized to provide information about how the NCTCOG Transportation Department:

- Addresses the needs of LEP persons and those traditionally underserved by existing transportation services.
- Facilitates opportunities for full and fair participation from all individuals.
- Makes information accessible and understandable.
- Ensures no person shall, on the basis of race, color, national origin, age, sex, disability, or religion, be excluded from participation in, denied the benefit of, or subjected to discrimination under any program or activity receiving federal financial assistance.

# Public Participation Plan (February 2015)

## Appendix C

### ***Transportation Improvement Program Modification Policy Policies and Procedures to Streamline Project Delivery (Updated March 2013)***

#### **TRANSPORTATION IMPROVEMENT PROGRAM MODIFICATION POLICY Policies and Procedures to Streamline Project Delivery**

The Transportation Improvement Program (TIP) is a staged, multi-year program of projects approved for funding with federal, State, and local funds within the Dallas-Fort Worth area. A new TIP is approved every two to three years by the Regional Transportation Council (RTC), which serves as the policy board for the Dallas-Fort Worth Metropolitan Planning Organization (MPO). Due to the changing nature of projects as they move through the implementation process, the TIP must be modified on a regular basis.

Please note certain project changes require collaboration with our State and federal review partners. This collaboration occurs through the Statewide Transportation Improvement Program (STIP) revision process. Therefore, modification of the Dallas-Fort Worth TIP will follow the quarterly schedule established for revisions to the Statewide Transportation Improvement Program (STIP).

This policy consists of four sections:

General Policy Provisions: Overall policies guiding changes to project implementation

Project Changes Not Requiring TIP Modification: Changes related to administration or interpretation of Regional Transportation Council Policy

Administrative Amendment Policy: Authority granted to the MPO Director to expedite project delivery and maximize the time the RTC has to consider policy level (vs. administrative) issues

Revision Policy: Changes only the Regional Transportation Council can approve or recommend for State and federal concurrence

#### **General Policy Provisions**

1. All projects inventoried in the Transportation Improvement Program fall under this modification policy, regardless of funding source or funding category.
2. Air quality conformity, Mobility Plan consistency, congestion management process compliance, and financial constraint requirements must be met for all TIP modifications.

3. Project modifications will only be made with the consent of the implementing/impacted agency.
4. The Dallas-Fort Worth MPO will maintain a cost overrun funding pool. Program funds must be available through the cost overrun pool or from other sources in order to process modifications involving project cost increases.
5. All funding from deleted projects will be returned to the regional program for future cost overruns or new funding initiatives, unless the deleted funds are needed to cover cost overruns in other currently selected projects. However, it is important to note that funds are awarded to projects, not to implementing agencies. Therefore, funds from potentially infeasible projects cannot be saved for use in future projects by implementing agencies. MPO staff will manage timely resolution of these projects/funds. In addition, if a project was selected through a particular “program,” such as the Sustainable Development or Regional ITS Funding Program, funds from deleted projects may be returned to those programs for future “calls for projects” in those areas.
6. For projects selected using project scoring methodologies, projects will no longer be rescored before a cost increase is considered.
7. Cost increases for strategically-selected projects fall under the same modification policy provisions.
8. As a general policy, new projects are proposed through periodic regional funding initiatives. However, the RTC may elect to add new projects to the TIP, outside of a scheduled funding initiative under emergency or critical situations. Projects approved under this provision must be an immediate need.
9. Local match commitments (i.e., percentages) will be maintained as originally approved. Cost overruns on construction, right-of-way, and engineering costs will be funded according to original participation shares.
10. Additional restrictions may apply to projects selected under certain funding initiatives. For example, projects selected through the Land Use/Transportation Joint Venture (i.e., Sustainable Development) program are not eligible for cost increases from RTC-selected funding categories.
11. Cost overruns are based on the total estimated cost of the project, including all phases combined, and are evaluated once total project cost is determined to exceed original funding authorization.
12. Cost indicators may be evaluated on cost overruns to alert project reviewers of potential unreasonable cost estimates (examples include cost per lane-mile, cost per turn lane). The cost indicators are developed by the MPO, in consultation with TxDOT, using experience from the last several years. If a project falls out of this range, the MPO may either:
  - (a) require a more detailed estimate and explanation,
  - (b) require value engineering,
  - (c) suggest a reduced project scope, or
  - (d) determine that a cost increase will come from local funds, not RTC funds.

13. For a project change to be considered, implementing agencies must submit modification requests for their TIP projects through the online TIP modification system. Project change requests must include complete information by the deadline. Incomplete requests will be sent back to agency for re-submittal in a future cycle.
14. Implementing agencies must identify one or two official points of contact for TIP project modifications. The point of contact is responsible for entering complete project modification requests into the online TIP modification system on time. The point of contact must be capable of collecting and entering accurate project information. Points of contact will be sent reminders leading up to submittal deadlines.

### **Project Changes Not Requiring TIP Modification**

In certain circumstances, changes may be made to TIP projects without triggering a TIP modification. These circumstances are outlined below:

1. **Changes that do not impact the overall purpose of a project:** Changes to MTP reference, CSJ's, or other clerical edits do not require a TIP modification.
2. **Changes to TxDOT's Design and Construction Information System (DCIS):** The DCIS is a project tracking system, therefore, simply updating the DCIS to match previously approved TIP projects or project elements does not require TIP modification. MPO staff maintains the official list of projects and funding levels approved by the RTC.
3. **Carryover Funds:** At the end of each fiscal year, unobligated funds are moved to the new fiscal year as carryover funds. For example, if a project receives funding in a specific fiscal year, but the project is not implemented by the end of the fiscal year, staff will automatically move the funds for that project into the next fiscal year. These changes do not require a TIP modification.
4. **Cost/Funding Increases:** Staff will update cost increases in the information system for changes of less than \$400,000.
5. **Increases in Local Funds:** Staff will adjust with concurrence of local agency.
6. **Changes in RTC Funding Categories:** Staff adjustments permitted.
7. **Emergency:** This provision includes emergency changes that need approval quickly, but timing is not aligned with the RTC Meeting schedule. These changes would come to the RTC for ratification at the next scheduled meeting.
8. **Cost/Funding Decreases:** Staff will update the information system with cost decreases.
9. **Funding Year Changes:** Staff will update the information system for changes that advance project implementation. Once projects are ready for construction (i.e., all federal and State requirements and procedures have been met), staff will advance the project to construction if funds are available.

10. **Statewide Transportation Improvement Program (STIP) Revisions Consistent with Previous RTC Action** (e.g., Staff will place a project or changes previously approved by the RTC in the appropriate information system and documents.)
11. **Addition of Noncapacity, Conformity-Exempt Projects:** Staff will place projects in the appropriate information system/document.

Examples include, but are not limited to:

Sign refurbishing	Intersection Improvements
Landscaping	Intelligent Transportation System
Preventive maintenance	Traffic Signal Improvements
Bridge rehabilitation/replacement	
Safety/Maintenance	

12. **Changes to Implementing Agency:** Staff will process after receiving a written request/approval from the current implementing agency and the newly proposed implementing agency.
13. **Increased Flexibility for Traffic Signal, Intersection Improvement, ITS, and “Grouped” Projects:** Staff will use best practices to advance this category of projects.
14. **Addition and Adjustment of Phases:** Includes engineering, right-of-way, construction, etc.
15. **Administrative Scope Changes:** Minor clarifications to the type of work being performed, physical length of project, and project termini/limits. For example, changing the limits of a project from “.25 miles west of” to “west of,” or changing the limits from “point A” to “.5 miles east of point A,” or clarifying limits due to a change to the name of a roadway when there is no physical change to the limits (the name of the roadway just changed from one name to another, etc.
16. **Funding Year Changes:** Can be moved by staff if project is being moved less than one year.

Please note that a STIP revision may be required to make these changes in the statewide funding document. In all cases, MPO information systems will be updated and changes will be noted in project tracking systems.

### **Administrative Amendment Policy**

Administrative Amendments are TIP modifications that do not require action of the RTC for approval. Under the Administrative Amendment Policy, the RTC has authorized the Director of Transportation, or his designee, for the Dallas-Fort Worth MPO to approve TIP modifications that meet the following conditions. After they are approved, administrative amendments are provided to STTC and the RTC for informational purposes, unless they are merely processed to support previous RTC project approval.

- 1. Changes in Federal/State Funding Categories that Do Not Impact RTC-Selected Funding Programs:** RTC-Selected funding programs include: CMAQ, STP-MM, RTR, Category 2M - Metro Corridor (in coordination with TxDOT), Texas Mobility Funds, Urbanized Area Formula Program - Transit Section 5307.
- 2. Potentially Controversial Projects** - The administrative amendment policy does not restrict the Transportation Director from requesting Regional Transportation Council (RTC) action on potentially controversial project changes.
- 3. Change in funding share due to adding funding from one program to another:** For instance, if adding Thoroughfare Assessment Program funds (80% federal and 20% state/local) to a project that is 56% federal and 44% local, an administrative amendment is permitted. The revision policy applies to all other instances.

### **Revision Policy**

Revisions are modifications that require approval of the Regional Transportation Council. A revision is required for any project modification that meets the following criteria or that does not fall under the Administrative Amendment Policy.

- 1. Adding or Deleting Projects from the TIP:** This provision includes all projects not covered previously in this Policy. All new projects regardless of funding source need to be approved under this Revision Policy.
- 2. Cost/Funding Increases:** A revision is required on any cost/funding increase over \$400,000.
- 3. Substantive Scope Changes:** This provision includes major or substantive changes that may have citizen interest or policy implications. For example, limits change to a brand new location, limits are extended or shortened substantially, the number of lanes changes, etc.
- 4. Funding Year Changes:** A revision is required to move a project more than one year into a fiscal year that would delay project implementation.
- 5. Changes in the Funding/Cost Shares:** A change to the percentage of the total project cost paid by each funding partner requires a revision (with the one exception noted in the administrative amendment policy).

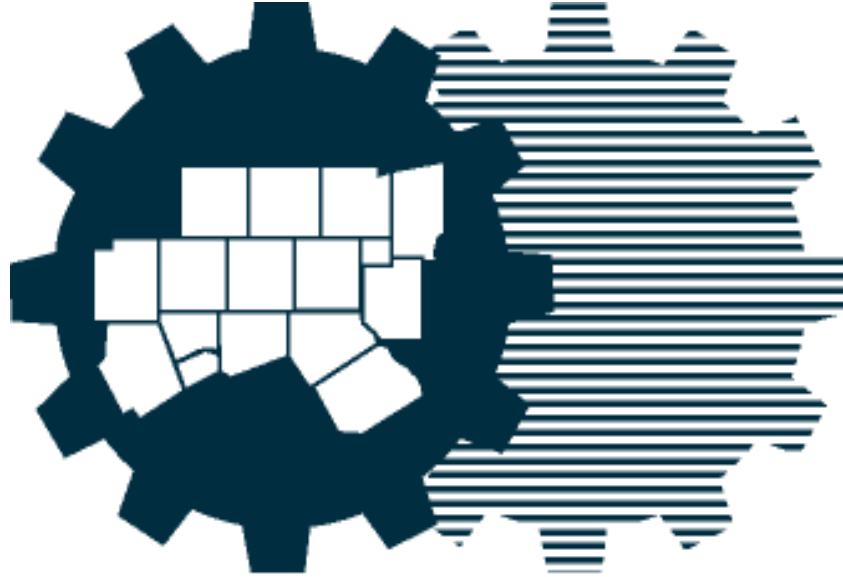
Approved by the RTC on March 14, 2013



# Public Participation Plan (February 2015)

## Appendix D

### *Title VI Complaint Procedures*



North Central Texas Council of Governments  
Transportation Department

Title VI Complaint Procedures



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## Introduction

The North Central Texas Council of Governments (NCTCOG) serves as the federally designated Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth region. As a recipient of federal financial assistance and under Title VI of the Civil Rights Act of 1964 and related Title VI statutes, NCTCOG ensures that no person shall, on the grounds of race, religion, color, national origin, sex, age, or disability be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any agency programs or activities. These prohibitions extend from the North Central Texas Council of Governments, as a direct recipient of federal financial assistance, to its sub-recipients (e.g., contractors, consultants, local governments, colleges, universities, etc). All programs funded in whole or in part from federal financial assistance are subject to Title VI requirements. The Civil Rights Restoration Act of 1987 extended this to all programs within an agency that receives federal assistance regardless of the funding source for individual programs.

This policy is intended to establish a procedure under which complaints alleging discrimination in NCTCOG's provisions, services, or NCTCOG activities can be made by persons who are not employees of NCTCOG.

Any person who believes NCTCOG, or any entity who receives federal financial assistance from or through NCTCOG (i.e., sub-recipients, sub-contractors, or sub-grantees), has subjected them or any specific class of individuals to unlawful discrimination may file a complaint of discrimination.

NCTCOG will follow timelines set forth in guidance from the Department of Transportation, the Federal Highway Administration, Federal Transit Administration and the Department of Justice for processing Title VI discrimination complaints.

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## **When to File**

A complaint of discrimination must be filed within 180 calendar days of the alleged act of Discrimination, or discovery thereof; or where there has been a continuing course of conduct, the date on which that conduct was discontinued. Filing means a written complaint must be postmarked before the expiration of the 180-day period. The filing date is the day you complete, sign, and mail the complaint form. The complaint form and consent/release form must be dated and signed for acceptance. Complaints received more than 180 days after the alleged discrimination will not be processed and will be returned to the complainant with a letter explaining why the complaint could not be processed and alternative agencies to which a report may be made.

## **Where to File**

In order to be processed, signed original complaint forms must be mailed to:

North Central Texas Council of Governments  
Transportation Department  
Title VI Specialist  
P.O. Box 5888  
Arlington, TX 76005-5888

Or hand delivered to:

616 Six Flags Drive  
Arlington, TX 76011

Upon request, reasonable accommodations will be made for persons who are unable to complete the complaint form due to disability or limited-English proficiency. A complaint may also be filed by a representative on behalf of a complainant.

Persons who are not satisfied with the findings of NCTCOG may seek remedy from other applicable state or federal agencies.

## **Required Elements of a Complaint**

In order to be processed, a complaint must be in writing and contain the following information:

- Name, address, and phone number of the complainant.
- Name(s) and address(es) and business(es)/organization(s) of person(s) who allegedly discriminated.
- Date of alleged discriminatory act(s).
- Basis of complaint (i.e., race, color, national origin, sex, age, religion, or disability).
- A statement of complaint.
- Signed consent release form.

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## Incomplete Complaints

Upon initial review of the complaint, the Title VI Specialist will ensure that the form is complete and that any initial supporting documentation is provided. Should any deficiencies be found, the Title VI Specialist will notify the complainant within 10 working days. If reasonable efforts to reach the complainant are unsuccessful or if the complainant does not respond within the time specified in the request (30 days), the recipient may close the complainant's file. The complainant may resubmit the complaint provided it is filed within the original 180-day period.

Should the complaint be closed due to lack of required information, NCTCOG will notify the complainant at their last known address. In the event the complainant submits the missing information after the file has been closed, the complaint may be reopened provided it has not been more than 180 days since the date of the alleged discriminatory action.

## Records of Complaints

The Title VI Specialist will keep a record of all complaints received. The log will include such information as:

- Basic information about the complaint such as when it was filed, who filed it, and who it was against.
- A description of the alleged discriminatory action.
- Findings of the investigation.

## Complaint Process Overview

The following is a description of how a discrimination complaint will be handled once received by NCTCOG.

### 1. A complaint is received by NCTCOG:

Complaints must be in writing and signed by the complainant or their designated representative. If the complainant is unable to complete the form in writing due to disability or limited-English proficiency, upon request reasonable accommodations will be made to ensure the complaint is received and processed in a timely manner. Complainants wishing to file a complaint that do not have access to the Internet or the ability to pick up a form will be mailed a complaint form to complete. The complainant will be notified if the complaint form is incomplete and asked to furnish the missing information.

### 2. Complaint is logged into tracking database:

Completed complaint forms will be logged into the complaint tracking database; basic data will be maintained on each complaint received, including name of complainant, contact information, name and organization of person(s) who allegedly discriminated, date of alleged discriminatory act(s), basis of complaint (i.e., race, color, national origin, sex, age, religion, or disability), and description of the alleged discriminatory action. Once the investigation is complete, the findings of the investigation will be logged into the complaint tracking database.

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### **3. Determine jurisdiction:**

Within 10 calendar days of the receipt of the complaint, NCTCOG's Title VI Specialist will complete an initial review of the complaint. The purpose of this review is to determine if the complaint meets basic criteria.

Criteria required for a complete complaint:

- Basis of alleged discrimination (i.e., race, religion, color, national origin, sex, age or disability).
- Determination of timeliness will also be made to ensure that the complaint was filed within the 180 day time requirement.
- The program in which the alleged discrimination occurred will be examined to ensure that the complaint was filed with the appropriate agency. During this process, if a determination is made in which the program or activity that the alleged discrimination occurred is not conducted by NCTCOG or an entity who receives federal financial assistance from or through NCTCOG (i.e., sub-recipients, sub-contractors, or sub-grantees), every attempt will be made to establish the correct agency. Whenever possible, and assuming consent was granted on the Consent/Release form, the complaint will be forwarded to the appropriate agency.

NCTCOG's Title VI Specialist will confer with the Department Director on the determination of a complete complaint and on any deferrals to other agencies. Once the Title VI Specialist completes an initial review of the complaint and determines that the criteria for a complete complaint is met, NCTCOG will forward the complaint to the Texas Department of Transportation, Office of Civil Rights, Compliance Section.

### **4. Initial written notice to complainant:**

Within 10 working days of the receipt of the complaint, NCTCOG will send notice to the complainant confirming receipt of the complaint; if needed the notice will request additional information, notify complainant that the activity is not related to a NCTCOG program or activity, or does not meet deadline requirements. Conclusions made in step three will determine the appropriate response to the complaint. Examples of response letters are located in Appendix A. If any additional information is needed from the complainant, it will be communicated at this point in the process. A copy of the written response, as well as the complaint form, will be forwarded to the Texas Department of Transportation, Office of Civil Rights, Contract Compliance Section.

### **5. Investigation of complaint:**

The Title VI Specialist will confer with the Department Director to determine the most appropriate fact finding process to ensure that all available information is collected in an effort to reach the most informed conclusion and resolution of the complaint. The type of investigation techniques used may vary depending on the nature and circumstances of the alleged discrimination. An investigation may include but is not limited to:

- Internal meetings with NCTCOG staff and legal counsel.
- Consultation with state and federal agencies.
- Interviews of complainant(s).
- Review of documentation (i.e., planning, public involvement, and technical program activities).
- Interviews and review of documentation with other agencies involved.
- Review of technical analysis methods.
- Review of demographic data.

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**6. Determination of investigation:**

An investigation must be completed within 60 days of receiving the complete complaint, unless the facts and circumstances warrant otherwise. A determination will be made based on information obtained. The Title VI Specialist, Department Director and/or designee will render a recommendation for action, including formal and/or informal resolution strategies in a report of findings to the NCTCOG Executive Director.

**7. Notification of determination:**

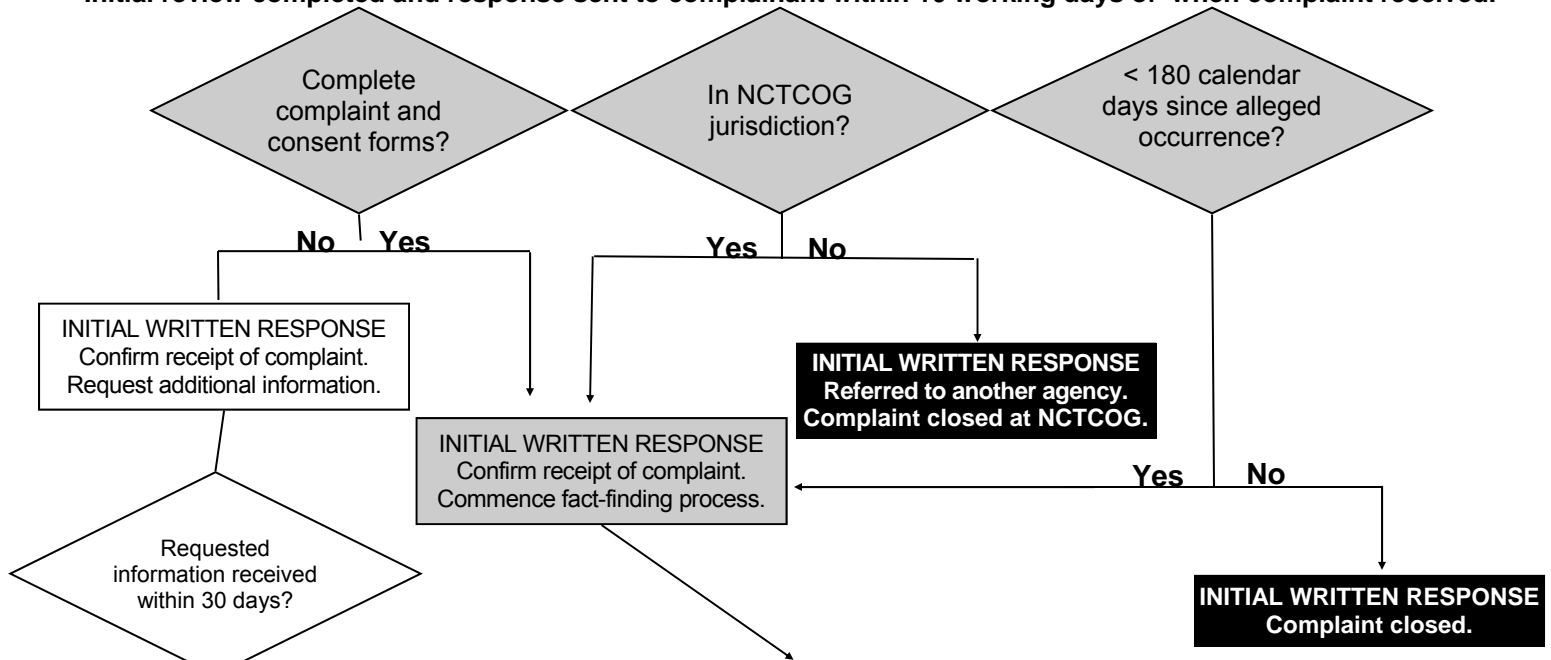
Within 10 days of completion of an investigation, the complainant must be notified by the NCTCOG Executive Director of the final decision. The notification will advise the complainant of his/her appeal rights with state and federal agencies if he/she is dissatisfied with the final decision. A copy of this letter, along with the report of findings, will be forwarded to the Texas Department of Transportation, Office of Civil Rights, Contract Compliance Section for information purposes.

## RECEIPT OF COMPLAINT

A written discrimination complaint is received and entered into tracking database.

## INITIAL REVIEW

Initial review completed and response sent to complainant within 10 working days of when complaint received.

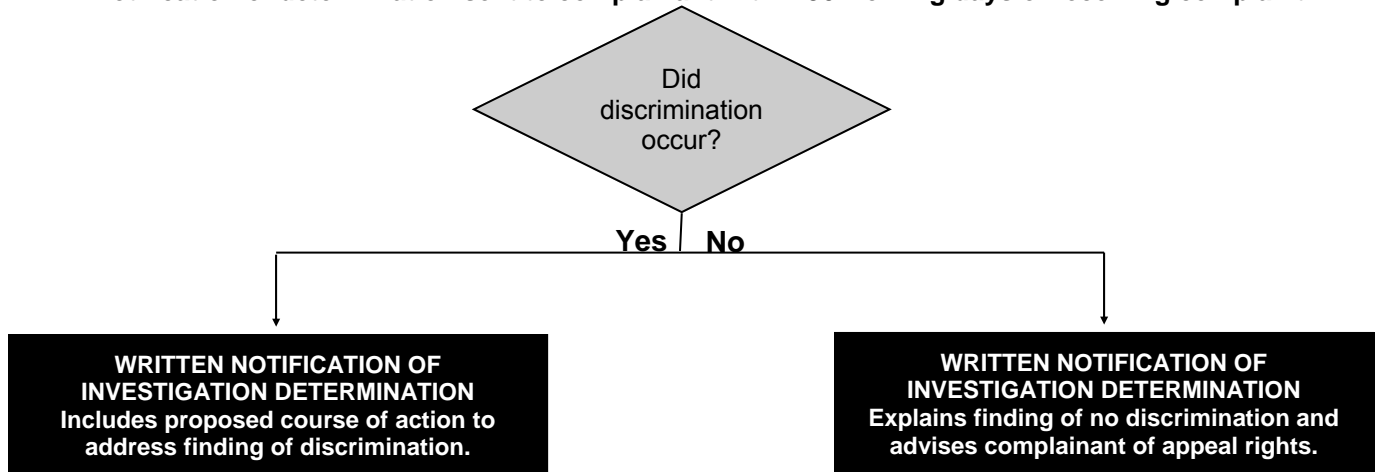


## INVESTIGATION / FACT FINDING

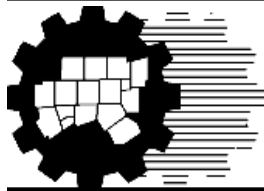
Completed within 60 working days of receiving complaint.  
Findings summarized and report submitted to head of Agency.

## DETERMINATION OF INVESTIGATION

Notification of determination sent to complainant within 90 working days of receiving complaint.







## North Central Texas Council of Governments Discrimination Complaint Form

Please read the information on this page of this form carefully before you begin.

The North Central Texas Council of Governments (NCTCOG) serves as the federally designated Metropolitan Planning Organization (MPO) for the Dallas-Fort Worth region. As a recipient of federal financial assistance and under Title VI of the Civil Rights Act of 1964 and related statutes, NCTCOG ensures that no person shall, on the grounds of race, religion, color, national origin, sex, age or disability be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any agency programs or activities. These prohibitions extend from the North Central Texas Council of Governments, as a direct recipient of federal financial assistance, to its sub-recipients (e.g., contractors, consultants, local governments, colleges, universities, etc.). All programs funded in whole or in part from federal financial assistance are subject to Title VI requirements.

NCTCOG is required to implement measures to ensure that persons with limited-English proficiency or disability have meaningful access to the services, benefits and information of all its programs and activities under Executive Order 13166. Upon request, assistance will be provided if you are limited-English proficient or disabled. Complaints may be filed using an alternative format if you are unable to complete the written form.

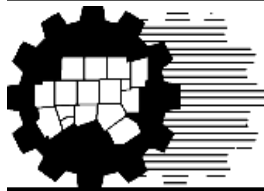
The filing date is the day you complete, sign, and mail this complaint form. Your complaint must be filed no later than 180 calendar days from the most recent date of the alleged act of discrimination. The complaint form and consent/release form must be dated and signed for acceptance. You have 30 calendar days to respond to any written request for information. Failure to do so will result in the closure of the complaint.

Submit the forms by mail to:

North Central Texas Council of Governments  
Transportation Department  
Title VI Specialist,  
P.O. Box 5888  
Arlington, TX 76005-5888

Or in Person at:  
616 Six Flags Drive  
Arlington, TX 76011

If you have any questions or need additional information, please call (817)695-9240 or e-mail [titlevi@nctcog.org](mailto:titlevi@nctcog.org).



## North Central Texas Council of Governments Discrimination Complaint Form

Please read the information on the first page of this form carefully before you begin.

### 1

\_\_\_\_\_  
First Name MI Last Name

\_\_\_\_\_  
Street Address City State Zip Code

\_\_\_\_\_  
Telephone Number e-mail Address

### 2 Who do you believe discriminated against you?

\_\_\_\_\_  
First Name MI Last Name

\_\_\_\_\_  
Name of Business/Organization Position/Title

\_\_\_\_\_  
Street Address City State Zip Code

\_\_\_\_\_  
Person's Relationship to You

### 3 When did the alleged act(s) of discrimination occur?

Please list all applicable dates in mm/dd/yyyy format.

\_\_\_\_\_  
Date(s):

Is the alleged discrimination ongoing?  Yes  No

### 4 Where did the alleged act(s) of discrimination occur? (Attach additional pages as necessary.)

\_\_\_\_\_  
Name of Location

### 5 Indicate the basis of your grievance of discrimination.

- |   |                                      |
|---|--------------------------------------|
| <input type="checkbox"/> Race:            | <input type="checkbox"/> Color:      |
| <input type="checkbox"/> National Origin: | <input type="checkbox"/> Sex:        |
| <input type="checkbox"/> Age:             | <input type="checkbox"/> Disability: |
| <input type="checkbox"/> Religion:        |                                      |

**6 Describe in detail the specific incident(s) that is the basis(es) of the alleged discrimination. Describe each incident of discrimination separately. Attach additional pages as necessary.**

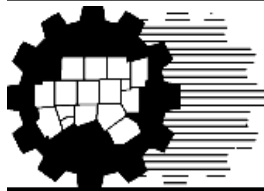
**Please explain how other persons or groups were treated differently by the person(s)/ agency who discriminated against you.**

**Please list and describe all documents, e-mails, or other records and materials pertaining to your complaint.**

**Please list and identify any witness(es) to the incidents or persons who have personal knowledge of information pertaining to your complaint.**

**Have you previously reported or otherwise complained about this incident or related acts of discrimination? If so, please identify the individual to whom you made the report, the date on which you made the report, and the resolution. Please provide any supporting documentation.**





## North Central Texas Council of Governments Discrimination Complaint Consent/Release Form

Please read the information on this form carefully before you begin.

---

First Name \_\_\_\_\_ MI \_\_\_\_\_ Last Name \_\_\_\_\_

---

Street Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

As a complainant, I understand that in the course of an investigation it may become necessary for the North Central Texas Council of Governments to reveal my identity to persons at the organization or institution under investigation. I am also aware of the obligations of the North Central Texas Council of Governments to honor requests under the Freedom of Information Act. I understand that as a complainant I am protected from retaliation for having taken action or participated in action to secure rights protected by nondiscrimination statutes and regulations which are enforced by the Federal Highway Administration (FHWA) of the U.S. Department of Transportation.

**Please Check one:**

- I CONSENT and authorize the North Central Texas Council of Governments (NCTCOG), as part of its investigation, to reveal my identity to persons at the organization, business, or institution, which has been identified by me in my formal complaint of discrimination. I also authorize NCTCOG to discuss, receive and review materials and information about me from the same and with appropriate administrators or witnesses for the purpose of investigating this complaint. In doing so, I have read and understand the information at the beginning of this form. I also understand that the material and information received will be used for authorized civil rights compliance activities only. I further understand that I am not required to authorize this release and do so voluntarily.
- I DENY CONSENT to have the North Central Texas Council of Governments (NCTCOG), reveal my identity to persons at the organization, business, or institution under investigation. I also deny consent to have NCTCOG disclose any information contained in the complaint with any witnesses I have mentioned in the complaint. In doing so, I understand that I am not authorizing NCTCOG to discuss, receive, nor review any materials and information about me from the same. In doing so, I have read and understand the information at the beginning of this form. I further understand that my decision to deny consent may impede this investigation and may result in the unsuccessful resolution of my case.

---

Signature

---

Date

**APPENDIX H**

**METROPOLITAN PLANNING AGREEMENT**

**(Signature to be provided with final document.)**

**MEMORANDUM OF AGREEMENT**  
**Between**  
**The DALLAS-FORT WORTH METROPOLITAN PLANNING ORGANIZATION**  
**and**  
**The TEXAS DEPARTMENT OF TRANSPORTATION**  
**and**  
**The PUBLIC TRANSPORTATION OPERATORS**

It is the purpose of this agreement to make provision for cooperative mutual responsibilities in carrying out the metropolitan transportation planning process in the Dallas-Fort Worth Metropolitan Planning Area and to provide a single agreement among the State, the MPO, and the Public Transportation Operator(s) in accordance with current federal legislation.

WHEREAS the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) promulgated regulations 23 CFR 450.314, continued in Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21); and

WHEREAS § 450.314 – Metropolitan Planning Agreements further requires that the MPO, the State, and the public transportation operator(s) cooperatively determine their mutual responsibilities in carrying out the metropolitan transportation planning process in clearly identified written agreements between the MPO, the State(s), and the public transportation operator(s) serving the metropolitan planning area; and

WHEREAS it is recommended that to the extent possible, a single agreement among all responsible parties be developed to include specific provisions for cooperatively developing and sharing information related to the development of financial plans that support the Metropolitan Transportation Plan (MTP) (§ 450.322), the Metropolitan Transportation Improvement Program (TIP) (§ 450.324), and development of the annual listing of obligated projects (§ 450.332).

NOW, THEREFORE, the parties do agree as follows:

To cooperatively determine their mutual responsibilities in carrying out the metropolitan transportation planning process.

To make provisions for cooperatively developing and sharing information related to the development of financial plans that support the MTP and the TIP.

That the State, public transportation operator(s), and the MPO shall cooperatively develop a listing of projects (including investments in pedestrian walkways and bicycle transportation facilities) for which funds under 23 U.S.C. or 49 U.S.C. Chapter 53 were obligated in the preceding program year.

And that the Unified Planning Work Program (UPWP) will detail and document these responsibilities, deliverables and associated costs as part of this Metropolitan Planning Agreement in Appendix H of the Work Program.

Signatory:

**NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS:**

\_\_\_\_\_  
Mike Eastland, Executive Director

Date: \_\_\_\_\_

**DENTON COUNTY TRANSPORTATION AUTHORITY:**

\_\_\_\_\_  
Jim Cline, President

Date: \_\_\_\_\_

**FORT WORTH TRANSPORTATION AUTHORITY:**

\_\_\_\_\_  
Paul J. Ballard, President and Chief Executive Officer

Date: \_\_\_\_\_

**DALLAS AREA RAPID TRANSIT:**

\_\_\_\_\_  
Gary C. Thomas, President/Executive Director

Date: \_\_\_\_\_

**DALLAS/FORT WORTH INTERNATIONAL AIRPORT:**

\_\_\_\_\_  
Sean Donohue, Chief Executive Officer

Date: \_\_\_\_\_

**REGIONAL TRANSPORTATION COUNCIL:**

\_\_\_\_\_  
Michael Morris, Director of Transportation

Date: \_\_\_\_\_

**TEXAS DEPARTMENT OF TRANSPORTATION:**

\_\_\_\_\_  
Brian Barth, P.E., District Engineer, TxDOT Fort Worth District

Date: \_\_\_\_\_

\_\_\_\_\_  
James K. Selman, P.E., District Engineer, TxDOT Dallas District

Date: \_\_\_\_\_

\_\_\_\_\_  
Paul Montgomery, P.E., District Engineer, TxDOT Paris District

Date: \_\_\_\_\_

**NORTH TEXAS TOLLWAY AUTHORITY:**

\_\_\_\_\_  
Gerry Carrigan, CEO/Executive Director

Date: \_\_\_\_\_

**COLLIN COUNTY TOLL ROAD AUTHORITY:**

\_\_\_\_\_  
The Honorable Keith Self, President

Date: \_\_\_\_\_