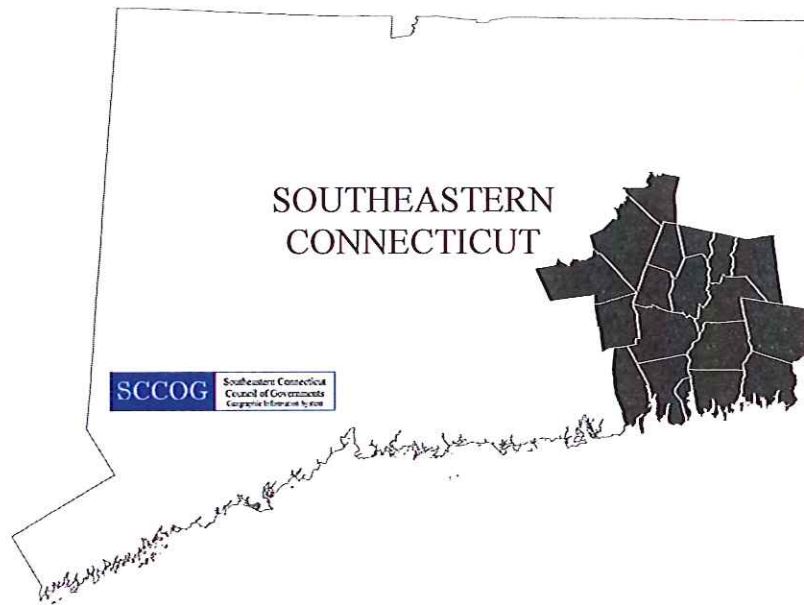


**UNIFIED PLANNING WORK PROGRAM**  
**SOUTHEASTERN CONNECTICUT PLANNING REGION**  
**1 JULY 2015 - 30 JUNE 2017**



**Adopted: June 17, 2015**

**SOUTHEASTERN CONNECTICUT COUNCIL OF GOVERNMENTS**  
**5 Connecticut Avenue, Norwich, Connecticut 06360**

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## INTRODUCTION

The Southeastern Connecticut Council of Governments (SCCOG) is the region's Metropolitan Planning Organization (MPO). It was formed through local initiative to provide a basis for intergovernmental cooperation in dealing with a wide range of issues facing Southeastern Connecticut. The Council was organized in October of 1992 through the adoption of ordinances for this purpose by the twenty towns, cities, and boroughs of the region. It succeeded its predecessor agency, the Southeastern Connecticut Regional Planning Agency (SCRPA), which had been in existence since January 1961. Its twenty-one member municipalities include: Bozrah, Colchester, East Lyme, Franklin, Griswold, City of Groton, Town of Groton, Lebanon, Ledyard, Lisbon, Montville, New London, North Stonington, Norwich, Preston, Salem, Sprague, Borough of Stonington, Stonington, Waterford and Windham.\* It also counts as affiliate non-voting members two federally recognized Native American Tribes: The Mashantucket Pequot Tribal Nation and the Mohegan Tribe.

This Unified Planning Work Program, prepared and adopted in accordance with federal code (23CFR Part 450.308) describes all urban transportation planning activities anticipated to be undertaken by the Southeastern Connecticut Council of Governments in FY 2016 and FY 2017. The UPWP is designed to respond to identified transportation-related needs. It addresses both highway and transit issues facing the region at this time.

SCCOG's proposed FY 2016-2017 Work Program has been developed through internal discussion among its staff and between the staff and the policy board. External views have been solicited from local officials, and the public will be afforded an opportunity to review and comment on the proposed content of the program during a noted public comment period. The UPWP will be acted upon by the SCCOG at their 06/17/15 meeting.

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\* *In 2014, the SCCOG's boundary was re-designated by act of the Connecticut General Assembly. As part of this re-designation, the SCCOG gained the towns of Lebanon and Windham, and lost the town of Voluntown. In June of 2014, the SCCOG voted to amend its MPO boundary to add Lebanon and Windham, and to remove Voluntown. The Governor approved of this redefinition as required by federal regulation in June, 2015.*

## **SIGNIFICANT ISSUES/ACTIVITIES FOR FY 2016 and 2017**

Listed below are some of the major issues or activities that SCCOG will be involved in the two-year period covered by this document. Some involve new activities, while others continue activities begun in prior years.

- **Regional Transportation Plan**

Update the Plan and implement new policies and programs in the Plan, including Performance Measures and Targets as required by MAP-21.

- **Continued Emphasis on Transit Improvements**

SCCOG will continue to strive to work closely with SEAT, the 21 towns in the region and the Connecticut Department of Transportation (CTDOT) toward expansion of the region's transit system; will continue to work on the implementation of the Locally Coordinated Public Transit Human Services Transportation Plan (LOCHSTP); and will remain active in rail issues including the expansion of passenger and commuter rail service to southeastern Connecticut.

- **Comprehensive Operational Analysis**

SCCOG will complete the preparation of a Comprehensive Operation Analysis (COA) for SEAT, and then will work with SEAT during these two years to implement the recommendations of that study.

- **Significant Highway Initiatives**

SCCOG will continue to work toward implementation of major regional initiatives such as the Route 2/2A/32 corridor project and improvements to I-95, and will work with CTDOT as it completes necessary studies that will determine whether or not the Route 11 project will be completed.

- **Congestion Management**

SCCOG was designated a Transportation Management Area (TMA) in 2013. SCCOG must now prepare and keep up-to-date Congestion Management Process (CMP) strategy reports, including regional and multimodal options. SCCOG will continue to develop six elements: determine the CMP network in the region; define congestion; identify congested links; develop strategies to address congested links; implement strategies; and monitor the network.

- **Public Involvement**

SCCOG will continue to conduct its transportation planning program in a transparent manner, making increased use of its website to provide information and documents to the residents of southeastern Connecticut.

- **Climate Change and Resiliency**

SCCOG will work in cooperation with CTDOT and other agencies to improve transportation system resiliency in the face of climate change, sea level rise, and severe storm events.

- **Performance Based Planning and Programming**

SCCOG will endeavor to develop and implement a performance management approach to its transportation planning and programming that supports the achievement of transportation system performance outcomes, as required by MAP-21.

- **Models of Regional Planning**

SCCOG will promote cooperation and coordination across MPO and State boundaries where appropriate to ensure a regional approach to transportation planning. SCCOG's transportation plan, studies, and projects will be coordinated across adjacent MPO and State boundaries.

- **Ladders of Opportunity**

SCCOG will identify connectivity gaps in access to essential services including housing, employment, health care, schools, and recreation especially by traditionally underserved populations. Performance measures and analytical methods will be developed to identify and work toward finding solutions that address these gaps.

## **TASK 1: MANAGEMENT OF THE PLANNING PROCESS**

### **Objectives:**

1. Manage the transportation planning program so as to assure that tasks are completed in a technically competent manner, on schedule and within the overall funds available for transportation planning.
2. Prepare and submit to CTDOT financial and narrative reports during the course of the program, completion reports at the end of the project and an independent audit within 90 days of the completion of the projects.
3. Assure that transportation planning is conducted as a continuing process by preparing a Unified Planning Work Program for FY 2018 and 2019.
4. At the policy board level, adopt documents to meet federal and state requirements for maintaining the transportation planning program. They include: the Regional Transportation Plan; the Regional Transportation Improvement Program; the annual self-certification of the planning process; the State Implementation Plan Conformance Statement; the policy statement on involvement of private enterprise in the transportation planning process.

5. Provide staff assistance to the Route 11 Greenway Authority Commission, for as long as that Commission and its mission continues to exist.
6. Work to see implemented the recommendations of the Comprehensive Operational Analysis for SEAT.
7. Provide staff assistance to the EWIB for the region's LOCHSTP program. This program is part of SCCOG's Human Services Transportation planning element.

**Previous Work:**

1. Since the region began its transportation planning program in the mid-1970s, it has effectively managed the technical work and the expenditure of funds.
2. The region has regularly submitted financial and narrative reports to CTDOT and USDOT.
3. The region has annually updated its Unified Planning Work Program since the mid-1970s, until 2010, when a bi-annual update cycle was adopted by FHWA. In FY 2015, FHWA required a UPWP covering the one-year period of July 1, 2014 through June 30, 2015. Now for FY 2016-2017, we are back to a two-year cycle.
4. Annually, the region has adopted: the Regional Transportation Plan, the Regional Transportation Improvement Program, the self-certification of the planning process, and the State Implementation Plan Air Quality Conformancy Statement. As necessary, it has updated and re-adopted its Statement of Public Involvement Policy for Transportation Planning as well as the policy statement on the participation of private enterprise in the planning process. On 10/17/07 the SCCOG adopted an updated Regional Plan of Conservation & Development, which addresses, in an integrated way, the relationship of land use policies and demands placed on the transportation system. In 2005, SCCOG completed and published the Intermodal Connections Study Southeast, and in 2010 the Regional Intermodal Transportation Center Master Plan and Efficiency Study.

**Major Activities:**

1. Detail the scope of the planning tasks to be performed in FY 2016 and FY 2017.
2. Establish staff and budget requirements for each task and refine the work schedule.
3. Monitor progress on the program, identify problems at an early stage, and take necessary corrective action.
4. Maintain financial records and monitor expenditures. Take corrective action, as necessary. Schedule the completion of an independent audit by 9/30/16 and 9/30/17.
5. Submit monthly and/or quarterly financial and narrative progress reports to CTDOT. Submit a completion report at the end of the project.
6. Prepare and adopt the FY 2018-2019 Unified Planning Work Program (by June 2017).

7. Solicit views on transportation issues or problems in designing the FY 2018 and 2019 Unified Planning Work Program. Prepare the program for public review and adopt the UPWP by the Council's June 2017 meeting. Based on the adopted UPWP, apply for and execute contracts for transportation planning funds from CTDOT.
8. Adopt the updated Regional Transportation Plan (May/June 2016 and 2017). As necessary throughout the year, amend the Regional Transportation Improvement Program and adopt a comprehensive update of the TIP (May/June 2016 and 2017). Coordinate with CTDOT on the development of an electronic STIP/TIP.
9. Adopt a self-certification of the planning process (May/June 2016 and 2017); a State Implementation Plan Conformancy Statement (May/June 2016 and 2017); and, as necessary, amend the policy statement on the participation of private enterprise operators in the planning process.
10. If necessary, administer any work connect with MPO re-designations.
11. Ensure that the Southeast Area Transit (SEAT) District is represented on the MPO policy board.

#### **Products:**

1. Financial records will be maintained. An independent audit will be completed by 30 September 2016 and 2017.
2. Monthly, quarterly, and final financial and narrative reports will be prepared and submitted to CTDOT, as required.
3. Minutes will be maintained for all transportation-related meetings, including agency meetings, public hearings, workshops, and informational meetings.
4. The Unified Planning Work Program for FY 2018-2019 will be published.
5. The adopted Regional Transportation Plan and the Regional Transportation Improvement Program will be published.
6. The self-certification of the planning process and the State Implementation Plan Conformancy Statement will be published.

#### **TASK 1: MANAGEMENT OF THE PLANNING PROCESS:**

<b>Staffing &amp; Other Costs:</b>	<b>FY 2016</b>		<b>FY 2017</b>	
SCCOG Salaries:	507 hours	\$25,366	671 hours	\$34,886
BF&O:		29,684		41,864
<b>Total:</b>	<b>507 hours</b>	<b>\$55,050</b>	<b>671 hours</b>	<b>\$76,750</b>

**Task 1: Continued**

Financial Responsibility Estimated Cost, \$:	FY 2016			FY 2017		
	PL/FTA	Other	Total	PL/FTA	Other	Total
Federal	44,040	-0-	44,040	61,400	-0-	61,400
CTDOT	5,505	-0-	5,505	7,675	-0-	7,675
SCCOG	5,505	-0-	5,505	7,675	-0-	7,675
<b>GRAND TOTAL:</b>	<b>55,050</b>	<b>-0-</b>	<b>55,050</b>	<b>76,750</b>	<b>-0-</b>	<b>76,750</b>

**Functional Responsibility – Estimated Cost, \$:**

	CTDOT	SCCOG	TRANSIT DISTRICT	TOWNS	CONSULT	OTHER	TOTAL
<b>FY 2016</b>	0	55,050	0	0	0	0	55,050
<b>FY 2017</b>	0	76,750	0	0	0	0	76,750

**TASK 2: DATA COLLECTION/ANALYSIS****Objectives, Highway:**

1. Evaluate the quality and reliability of the usage and performance data and other information used for developing plans and programs, as well as the expertise of staff.
2. Improve the capability of the council's staff to use computers in the transportation planning program, including further development of a geographic information system.
3. Add to the data base used for transportation planning.
4. Identify transportation network congestion and safety deficiencies.
5. Develop a closer integration/coordination between land use and transportation planning.
6. Plan for operating costs, maintenance of the system and system preservation costs, and new capital investments.
7. Work with CTDOT to assimilate data concerning freight movement and freight facilities within the region.
8. Initiate the formulation of a Performance-Based Planning model for the region, in conformance with the requirements of MAP-21.

**Objectives, Transit:**

1. Improve the capability of the council's staff to use computers in the transit planning program.

2. Add to the data base used for transit planning.
3. Update transit performance, productivity, and financial data.

**Previous Work, Highway:**

1. SCCOG staff have extensive experience in gathering data related to transportation planning. Examples in recent years include commuter lot counts; traffic/land use studies in Preston, Griswold, Groton, Montville, Sprague, and Bozrah; access management and continued study of the land use and transportation impacts of the Foxwoods and Mohegan Sun Casinos.

**Previous Work, Transit:**

1. The region has gathered and analyzed data related to transit planning since the early 1970s. Activities in FY 1999 include information on ridership and financial trends.

**Major Activities:**

1. Data Management: The SCCOG developed a Geographic Information System (GIS) during FY 1998 and trained staff in its use. The GIS enhances the SCCOG's ability to store and analyze transportation data and provides new capabilities for the modeling of alternative transportation or land use scenarios. Gather data needed for transportation planning; add new information to the region's data base. Specific area of data gathering will include: monitoring commuter lot usage; traffic volume counts; review of traffic and accident data provided by CTDOT; conducting Highway Performance Monitoring System and Section 536 surveys of local government; gathering transit system usage and financial data; and land use and zoning information. In FY 2003, SCCOG hired a part-time GIS Specialist to assist in this task; in FY 2006, SCCOG hired a full-time GIS Coordinator. In 2009, SCCOG placed its GIS on the web for increased access by local officials and interested users.
2. Coordinate completion of Section 536 reports on capital expenditures on local roads; the collection of pavement and signalization data for HPMS selections on local roads.
3. Provide to CTDOT all 24-hour traffic count data collected by SCCOG.
4. Assist CTDOT in updating its Land Use Forecast files.
5. Coordinate with CTDOT on issues related to the 2010 Census and the related Census Urban Transportation Planning Package.
6. Assist the Bureau of the Census in disseminating information from the 2010 Census.
7. Work with CTDOT, develop performance targets in the national priority areas per MAP-21.

**Products:**

1. Council staff will continue to improve its skills in the use of computers, including its Geographic Information System. Using an OPM funded Regional Performance Incentive Program grant, the SCCOG created a regional web-based GIS in 2009.
2. The computerized and GIS data bases will be expanded. An online property survey index is in the process of being created.
3. New data will be added to the files and will be analyzed. In some cases, brief summary reports will be published.
4. Performance targets will be created and used to evaluate the effectiveness of proposed transportation projects in the region.

**TASK 2: DATA COLLECTION/ANALYSIS:**

<b>Staffing/Other Costs:</b>	<b>FY 2016</b>		<b>FY 2017</b>	
SCCOG Salaries:	415 hours	\$20,754	549 hours	\$28,543
BF&O:		24,287		34,252
<b>Total:</b>	<b>415 hours</b>	<b>\$45,041</b>	<b>549 hours</b>	<b>\$62,795</b>

<b>Financial Responsibility Estimated Cost, \$:</b>	<b>FY 2016</b>			<b>FY 2017</b>		
	PL/FTA	Other	Total	PL/FTA	Other	Total
Federal	36,033	-0-	36,033	50,236	-0-	50,236
CTDOT	4,504	-0-	4,504	6,279	-0-	6,279
SCCOG	4,504	-0-	4,504	6,280	-0-	6,280
<b>GRAND TOTAL:</b>	<b>45,041</b>	<b>-0-</b>	<b>45,041</b>	<b>62,795</b>	<b>-0-</b>	<b>62,795</b>

**Functional Responsibility – Estimated Cost, \$:**

	CTDOT	SCCOG	TRANSIT DISTRICT	TOWNS	CONSULT	OTHER	TOTAL
<b>FY 2016</b>	0	45,041	0	0	0	0	45,041
<b>FY 2017</b>	0	62,795	0	0	0	0	62,795

### **TASK 3: PLANNING ACTIVITIES**

#### **Objectives, Highway:**

1. Improve coordination on transportation matters with federal, state, and local agencies.
2. Complete an annual updating of the Regional Transportation Plan.
3. Assist in the implementation of ITS strategies along the region's major interstate highways.
4. Plan for the safety and security of the region's highway system, in light of the numerous strategic assets located in southeastern Connecticut.
5. Develop an Operation and Management Strategy for the region's highway network, with a focus on mobility and safety.
6. Include truck, rail, and maritime freight movement in the region's Long Range Transportation Plan. Multi-modal options will be considered and included in the region's transportation planning program.
7. Prepare a bike/pedestrian plan for the region.

#### **Objectives, Transit:**

1. Assess the need for demand-response transportation services to supplement fixed-route transit.
2. Cooperate with CTDOT to assess a range of alternatives for dealing with casino-related traffic.
3. Assure that the transit element of the Regional Transportation Plan and the Regional Transportation Improvement Program meet MAP-21, CAAA and ADA requirements, respond to current needs and reflect available resources.
4. Using STP funds allocated to the region, complete the preparation of and then implement a Comprehensive Operational Analysis for SEAT.
5. Identify rail parking needs and consider rail and other multi-modal interface improvements.
6. Working with the Southeastern Connecticut Housing Alliance (SECHA), identify and support affordable housing opportunities that are located along transit routes and in the vicinity of rail and busway stations.
7. Working with SEAT, and using the results of the planned Comprehensive Operation Analysis, develop an Operation and Management Strategy for transit including an examination of institutional arrangements relating to bus stops, signage, and shelters.
8. Continue working toward implement of the recommendations of the *Regional Intermodal Transportation Center Master Plan and Efficiency Study*.

9. Work toward the implementation of other actions that result in the enhancement of the region's multi-modal transportation center in New London, including the anticipated location of the National Coast Guard Museum at that location.
10. Assist in the management and oversight of the Jobs Access and Reverse Commute Program insuring that the brokered services are cost-efficient and meet the needs of the low income population. This program will become part of the LOCHSTP program.
11. Remain ready to assist in the relocation of the SEAT facility, if necessitated by the potential development of the Preston Riverwalk property.

**Previous Work, Highway:**

1. SCCOG staff have evaluated network adequacy in the course of preparing the Regional Transportation Plan and in conducting special studies of transportation problems. In FY 1988 the region completed an assessment of the deficiencies on the region's arterial highway network and in FY 1990, FY 1994, and FY 1998 studied traffic growth trends on major highways. FY 1995 work included gathering data on major traffic generators, on signage, and on local land use zoning policies. In FY 2002, a regional land use study was completed. In FY 2003, an inventory of bicycle/hiking/walking trails in the region was prepared.
2. Regional staff have worked cooperatively with CTDOT on a number of projects over the years. Currently, the two organizations are or have cooperated on the Route 11 EIS, the Routes 2/2A/32 EIS, an Intelligent Transportation System (ITS) for the I-395 and the I-95 corridors, and a Feasibility Study and EIS for I-95 from Branford to Rhode Island. Other efforts include data gathering, the monitoring of commuter parking lots, the projection of population, employment and land use, and the planning needed to implement an Intelligent Transportation System (ITS).
3. Since the mid-1970s, the region has regularly reviewed and updated its Regional Transportation Plan. Similarly, the Regional Transportation Improvement Program has been comprehensively updated each year and has been amended on an as-needed basis.

**Previous Work, Transit:**

1. In 1987, regional staff assisted CTDOT in preparing the Southeastern Connecticut section of the state elderly/disabled transportation action plan. Prior to that date, SCRPA performed a number of analyses of the transit and paratransit needs of the elderly or handicapped. In 1988, the region agreed to administer grants for the purchase of replacement vehicles for elderly/disabled transportation. Since 1989, the region has worked to develop a program to coordinate transportation for the disabled. This became operational in February of 1991. In 1992, SCCOG played a lead role in establishing a new organization to manage a coordinated paratransit system for the elderly and disabled, the Eastern Connecticut Transportation Consortium, Inc. The Council of Governments, through its staff, is currently represented on the ECTC board of directors and provides technical support to the corporation.

2. Since the region began preparing annual updates of the Regional Transportation Plan and the Regional Transportation Improvement Program in the mid-1970s, this activity has included a review and updating of the transit recommendations. In FY 1997, SCCOG staff assisted SEAT in completing a new regional transit plan to meet public transportation needs resulting from major changes in the region's economy.
3. In FY 2003 and 2004, SCCOG staff coordinated with SEAT and other stakeholders to begin work on the Business/Marketing Plan for the Intermodal Connections Study Southeast. This TSB-funded study was completed in February, 2005 and it recommends the establishment of a tourist-based transit system in the region.
4. Over the past 15 years, staff participated in the initial development and ongoing monitoring every aspect of the performance of the Jobs Access and Reverse Commute Program. SCCOG staff serves on the Executive Board for this program.

### **Major Activities:**

1. Coordination: Coordinate and cooperate with other public and private agencies to encourage consistent planning for the region and the implementation of programs and projects of benefit to the region.
2. Transportation Plan: Complete an annual updating of the Regional Transportation Plan, including a transit element with a LOCHSTP Plan, and adopt the updated plan. In developing the Plan special attention will be paid to:
  - Environmental mitigation issues, including air quality and climate change, in consultation with the relevant regulatory agencies.
  - Fiscal constraint must be confirmed for capital projects and for system O and M activities covered in the Plan.
  - Through the planning process, examine local/state land use management practices, natural and historic resources. Other agencies will be consulted during the development of the Plan, which will be coordinated with available conservation plans, maps, and inventories of historic and natural resources.
  - Environmental Justice, where projects adversely impact low income or minority neighborhoods.
  - Safety and security issues with respect to the transportation system.
  - Develop strategies for capital and operational improvements which are needed to preserve the existing highway and transit systems; recommend updates to ITS architecture, including transit ITS.
3. Transportation Improvement Program: As needed, update the Regional Transportation Improvement Program to provide a fiscally-constrained five-year schedule of anticipated transportation system improvement costs to be federally funded. Adopt the updated TIP.
4. Air Quality: Respond to transportation planning requirements of the Clean Air Act Amendments and of MAP-21. Consider the impact of the transportation system on air quality within the region. All planning studies conducted shall be coordinated with the NEPA process.

5. Casino Impact: Continue casinos impact response: monitor expansion and their impact on the transportation system; conduct traffic surveys; participate with CTDOT in the evaluation of and planning for transportation system improvements in the casinos impact corridors; as needed, assist municipalities in responding to land use/transportation impacts. Continue to work to implement the Intermodal Connections Study Southeast recommended transit system.
6. Project Monitoring: Monitor and, as appropriate, take action regarding: Port of New London improvements; the Groton-New London Airport; the extension of Route 11; casino traffic impact; potential transportation centers in Mystic, Norwich, and Westerly, RI, and the Regional Intermodal Transportation Center and anticipated location of the National Coast Guard Museum in New London.
7. Congestion Management: Continue to work with CTDOT on the development of Congestion Management Process (CMP) strategies including determination of the CMP network in the region, defining congestion, identifying congested links, developing and implementing strategies to address congested links, and monitoring the network.
8. Work to insure that the issue of safety and security have been considered and made an integral part of all planning efforts and project development activities. Safety and security goals and strategies will be reviewed, critical facilities and transportation systems will be identified, and the roles of various players in promoting security will be defined. A Strategic Highway Safety Plan will be incorporated into the long-range Transportation Plan.
9. Elicit grant applications from the region's municipalities for the federal FHWA Local Road Accident Reduction Program and ensure that they are consistent with the goals and objectives of the adopted FY 2015-2040 Regional Transportation Plan.
10. Assist CTDOT in examining options for value pricing as a congestion management and revenue raising strategy.
11. Conduct regional studies/planning activities, to be prepared in accordance with NEPA requirements.
  - Cooperate with CTDOT in completing an air quality assessment of the Regional Transportation Plan and Transportation Improvement Program and coordinate with the Connecticut Department of Energy and Environmental Protection (DEEP) on the State Implementation Plan (SIP).
  - Assist with the Clean Cities Program in the region, with special emphasis on implementing an alternative fuels bus demonstration project.
  - Cooperate with CTDOT, the management of casinos, and the Mashantucket Pequot and Mohegan Indian Tribes in developing strategies to manage casino impact on the region's transportation system.
  - Assist SEAT and others in developing transit services to serve the region's expanding tourism industry, including an analysis of multimodal linkages.
  - As requested and when feasible, conduct Congestion Management Process (CMP) Strategy reports.

- Coordinate with CTDOT efforts to examine methods to move freight to and through the region, reducing the impacts freight movement can have on highway traffic.
- 12. Participate in a number of initiatives that address livability issues including implementation of the TOD recommendations of the Regional Intermodal Transportation Center Study; smart growth efforts planned and underway in the regions' towns; planning for bike/pedways; and planning for additional commuter rail service (i.e. SLE) to and from the region.
- 13. Complete the preparation of a Comprehensive Operation Analysis (COA) for SEAT. Once the COA is finalized and accepted by SEAT and SCCOG, assist SEAT in pursuing the recommendations of the COA.
- 14. Prepare for the planning requirements associated with undergoing a TMA planning certification review.
- 15. Freight planning in southeastern Connecticut will focus on both pass-through and localized generated freight. Pass-through freight will focus on the key highway interstate corridors of I-95 and I-395 as well as secondary arterials that include State Routes 2 and 85. Equally important will be the examination of the two rail corridors in eastern Connecticut, the New England Central rail line on the west side of the Thames River, and the Providence and Worcester rail line which runs on the east side of the river. Toward this end, the region is partnering with the Lower Connecticut River Valley COG and the South Central COG in a multi-regional freight study in order to bring some efficiencies to the data collection effort. Additionally, this region expects to be working in close cooperation with CTDOT's freight planning initiative to add additional efficiency to the analysis process.

**Products:**

1. The Regional Transportation Plan and the Regional Transportation Improvement Program, including transit elements, will be published and adopted. The updated Plan will include a section detailing progress on the region's CMP efforts involving the following six elements: determination of the CMP network; define congestion; identify congested links; strategies to address congested links; implementation strategies; monitor the network. It will be in conformance with the requirements of MAP-21, including Performance Measures and Targets.
2. Regional studies will be published, including an analysis of parking and circulation in New London in anticipation of the location of the National Coast Guard Museum there.
3. A COA will be completed for SEAT which will include a management plan, an examination of fixed route services and existing customer markets, a financial analysis, and a recommended program for improved system efficiency.
4. Congestion Management Process strategy reports, including regional and multimodal options.

**TASK 3: PLANNING ACTIVITIES:**

Staffing/Other Costs:	FY 2016		FY 2017	
SCCOG Salaries:	2,306 hours	\$115,300	3,049 hours	\$158,574
BF&O:		132,927		187,289
Travel (Mileage Reimbursement)		2,000		3,000
<b>Total:</b>	<b>2,306 hours</b>	<b>\$250,227</b>	<b>3,049 hours</b>	<b>\$348,863</b>

Financial Responsibility Estimated Cost, \$:	FY 2016			FY 2017		
	PL/FTA	Other	Total	PL/FTA	Other	Total
Federal	200,181	-0-	200,181	279,090	-0-	279,090
CTDOT	25,023	-0-	25,023	34,886	-0-	34,886
SCCOG	25,023	-0-	25,023	34,887	-0-	34,887
<b>GRAND TOTAL:</b>	<b>250,227</b>	<b>-0-</b>	<b>250,227</b>	<b>348,863</b>	<b>-0-</b>	<b>348,863</b>

**Functional Responsibility - Estimated Costs, \$:**

	CTDOT	SCCOG	TRANSIT DISTRICT	TOWNS	CONSULT	OTHER	TOTAL
<b>FY 2016</b>	0	250,227	0	0	0	0	250,227
<b>FY 2017</b>	0	348,863	0	0	0	0	348,863

**TASK 4: OTHER TECHNICAL ASSISTANCE****Objectives, Highway:**

1. Assist federal and state agencies, local officials, private organizations, and individuals concerned with transportation problems.
2. Assist towns in studying specific transportation concerns, particularly as they relate to local responsibility. This includes assistance in studying and planning for affordable housing near transit lines and for alternative use of highways by bicyclists and pedestrians and the planning for stand-alone bike/pedestrian facilities.
3. Assist SCCOG towns in funding transportation needs using LOTCIP, STP, and other federal and state funds available to the region.

**Objectives, Transit:**

1. Assist Southeast Area Transit to improve its functional and management efficiency.

2. Assist in improving the delivery of paratransit services to the elderly and disabled, within the context of the state action plan for such services, and to meet the requirements of The Americans With Disabilities Act, including assistance to the Eastern Connecticut Transportation Consortium.

#### **Previous Work, Highway:**

1. The region has a long history of providing technical assistance to municipalities on transportation-related matters. This has included land use/transportation studies for municipalities and continued study of the land use and transportation impact of the region's two casinos.
2. The region has a process for coordination with other agencies and has had considerable experience in doing so.
3. In FY 2010, SCCOG prepared guidance for SCCOG member towns
4. In FY 2010, SCCOG coordinated the solicitation for transportation projects to be funded under the American Reauthorization and Recovery Act (ARRA).
5. In FY 2010, SCCOG participated in and assisted with the planning for two bike/pedways: one in the planned Route 11 corridor and one in the towns of Groton, Ledyard and Preston.
6. In FY 2015, SCCOG prepared traffic and parking studies for New London.

#### **Previous Work, Transit:**

1. Since Southeast Area Transit was formed in the mid-1970s, SCCOG staff have provided technical assistance to the transit district. Most recently, this has involved both traditional planning analysis and more specialized management studies. In FY 2001, SCCOG prepared a Route and Operational Analysis and assisted in the update of SEAT's transit schedule. Work with SEAT on operational issues is ongoing, including a Comprehensive Operational Analysis due to be completed in early FY 2016.
2. The region has prepared several guides on the public transportation services in Southeastern Connecticut.
3. In FY 2003, SCCOG staff prepared a bus shelter white paper for SEAT member towns.
4. In FY 2010, SCCOG staff prepared route maps for SEAT which depicted the potential locations for bus stop signs.
5. In FY 2012, SCCOG assisted in the formulation of a plan to create a pilot program for service for employees of Foxwoods Casino.

#### **Major Activities:**

1. Coordination: Coordinate and cooperate with other public and private agencies to encourage consistent planning for the region and the implementation of programs and projects of benefit to the region. Coordination and cooperation across MPO regional and

State boundaries will also be encouraged to promote a truly regional approach to transportation planning.

2. Technical Assistance: Provide technical assistance related to transportation issues to member municipalities of the Council of Governments.
3. Provide technical and administrative support to: the Groton New London Airport Advisory Committee; the committee for the Environmental Impact Study of the completion of Route 11; CTDOT in a study of an Intelligent Transportation System along the I-395 and I-95 corridors; to CTDOT during the implementation of the improvements recommended in the I-95 Feasibility Study; to the Route 11 Greenway Authority Commission; and in seeing developed the transit system recommended in the Intermodal Connections Study Southeast. As necessary, assist CTDOT in statewide transit studies and in transportation planning related to Connecticut's Welfare to Work jobs initiative.
4. Assist the region's municipalities and private non-profit agencies serving the elderly and disabled to coordinate services in the development of applications for capital assistance under the federal FTA 5310 program.
5. Annually, review applications for the federal FTA 5310 program and rank them according to the criteria jointly established with CTDOT thereby insuring that they are consistent with the goals and objectives of the LOCHSTP program.
6. Assist the region's municipalities in developing coordinated programs with other municipalities for the Municipal Grant Program for the Elderly and Disabled.
7. Administer the new (FY 2014) Local Transportation Capital Improvement Program (LOTICIP). This new program is funded entirely by State of Connecticut funds as such, the funding to administer the program is not included in this UPWP. SCCOG received \$83,160 for this purpose for the period November 2013 to November 2015; it is anticipated that additional funds will be provided by the State for the remainder of the period covered by this UPWP.
8. Coordinate with CTDOT and provide technical assistance to SCCOG towns concerning the STP program, assisting CTDOT with project development, regional review and prioritization, and monitoring municipal project schedules.
9. Conduct regional studies/planning activities.
  - Provide on-going technical assistance to the Eastern Connecticut Transportation Consortium.
  - Provide on-going technical assistance to Southeast Area Transit, to include updating the region's plan to provide transit services under the Americans With Disabilities Act.
  - Continue to work with CTDOT, SEAT, EWIB, the CT Department of Social Services, CT Department of Mental Health, the CT Department of Labor, NECCOG, the Rideshare Company, ECTC, and other municipal and private non-profit agencies in coordinating programs and projects under the LOCHSTP program.

- Assist the City of New London, CTDOT, the CT Department of Economic and Community Development, the CT Office of Policy and Management and other interested parties in the location of the National Coast Guard Museum at New London's Union Station, which functions as the centerpiece of a regional multi-modal center that includes rail, ferry and bus service.
  - Work with CTDOT to extend Shoreline East passenger commuter rail service to New London's Union Station.
  - Assist CTDOT in an examination of the feasibility of rail service from the southeast to northeast regions including parking and rail-transit interface opportunities.
  - Assist CTDOT in the continued implementation and update of ITS in the region.
  - Continue to provide support and coordination in efforts to develop passenger rail service on New England Central rail line.
10. Assist CTDOT in the development of regional goals for the transportation system, and in the development of a set of performance measures by which the attainment of these goals may be tracked. Assist CTDOT with the FHWA report on capital expenditures on local roads (FHWA 536 report).
  11. Work with CTDOT to review the requirements for and to develop a plan for transition to electronic review, approval, and administration of the TIP and STIP.
  12. Develop and provide traffic count data to CTDOT Bureau of Policy and Planning.

**Products:**

1. Studies completed for municipalities under the technical assistance task will be published.
2. SEAT financial and productivity analyses will be published.
2. Memos and short studies are expected to be produced in the course of providing technical assistance to Southeast Area Transit. In addition, a narrative report summarizing assistance provided will be prepared at the end of the project.
4. Some memos and/or brief reports may be produced during the efforts to implement the elderly/handicapped transportation action plan. Additionally, a narrative report summarizing activities undertaken during the project will be prepared.
5. Vehicle replacement grants will be awarded.
6. Any studies or plans prepared in response to the Americans With Disabilities Act will be published.
7. Additional solicitations and prioritization of projects for LOTCIP funding will be conducted.
8. Assist CTDOT, as required, with coordination of applications and prioritization of projects under the STP-Urban program, the Local Road Accident Reduction program, the Section 5310 program, CMAQ and any other funding programs.

**TASK 4: OTHER TECHNICAL ASSISTANCE:**

<b>Staffing/Other Costs:</b>	<b>FY 2016</b>		<b>FY 2017</b>	
SCCOG Salaries:	1,153 hours	\$57,650	1,524 hours	\$79,287
BF&O:		67,643		95,145
<b>Total:</b>	<b>1,153 hours</b>	<b>\$125,113</b>	<b>1,524 hours</b>	<b>\$174,432</b>

<b>Financial Responsibility Estimated Cost, \$:</b>	<b>FY 2016</b>			<b>FY 2017</b>		
	PL/FTA	Other	Total	PL/FTA	Other	Total
Federal	100,090	-0-	100,090	139,546	-0-	139,546
CTDOT	12,511	-0-	12,511	17,443	-0-	17,443
SCCOG	12,512	-0-	12,512	17,443	-0-	17,443
<b>GRAND TOTAL:</b>	<b>125,113</b>	<b>-0-</b>	<b>125,113</b>	<b>174,432</b>	<b>-0-</b>	<b>174,432</b>

**Functional Responsibility - Estimated Costs, \$:**

	CTDOT	SCCOG	TRANSIT DISTRICT	TOWNS	CONSULT	OTHER	TOTAL
<b>FY 2016</b>	0	125,113	0	0	0	0	125,113
<b>FY 2017</b>	0	174,432	0	0	0	0	174,432

**TASK 5: PUBLIC PARTICIPATION****Objectives, Highway:**

1. Assure that the Regional Transportation Plan and the Regional Transportation Improvement Program meet MAP-21 and CAAA requirements, respond to current needs, and reflect available resources.
2. Implement strategies to insure that projects meet Federal Title VI requirements for Environmental Justice. Continue to address the recommendations from the Title VI Compliance Report.
3. Continuously evaluate the effectiveness of the public involvement process. Insure that SCCOG's public involvement process meetings the new requirements of MAP-21, including opportunities for bicyclists, pedestrians, and persons with disabilities to comment on the Long-Range Transportation Plan.
4. Provide information to local officials and the general public on transportation-related issues and planning through a variety of means. Materials should be public-friendly, posted on SCCOG's web site, and where appropriate, will be presented in a visual format.

5. Prepare and submit to CTDOT such Title VI reports as may be required. Update the council's Affirmative Action Program.

**Objectives, Transit:**

1. Improve public awareness of, and thus access to, the range of public transportation services available in southeastern Connecticut.
2. Evaluate the effectiveness of the public involvement process.

**Previous Work, Highway:**

1. SCCOG has conducted its transportation planning process in an open, public fashion as described in the document "Statement of Public Involvement Process for Transportation Planning."
2. The region has included a public information/citizen participation task in every annual transportation planning program.
3. The region annually updates its Affirmative Action Program and has complied with state and federal Title VI requirements including affirmative action, equal opportunity and Environmental Justice requirements. The region implemented recommendations made in the February 2004 Title VI Compliance Report.

**Previous Work, Transit:**

1. SCCOG has conducted its transportation planning process in an open, public fashion as described in the document "Statement of Public Involvement Process for Transportation Planning."
2. SCCOG maintains a website at [www.seccog.org](http://www.seccog.org). This website provides access to the SCCOG GIS and during the conduct of the SEAT Comprehensive Operational Analysis, all study materials were made available to the public on the website.

**Major Activities:**

1. Publish news periodically on the SCCOG website and an annual report; maintain the SCCOG web site; distribute advance notices of meetings and summaries of documents to private operators, local officials, and interested citizen groups; hold public meetings, hearings or forums on transportation matters; provide technical support to the Groton New London Airport Advisory Committee, and to other citizen groups, as appropriate.
2. Update the agency's Affirmative Action Program.
3. Assist CTDOT in the public participation portion of ongoing studies and implementation efforts for previously completed studies/EIS.
4. Continue to develop and implementing a strategy addressing Title VI and Environmental Justice mandates, and consider the impacts on under-served communities of any recommendation contained in plans and programs.

**Products:**

1. An annual report will be published and distributed.
2. Revisions of the policy statement on participation in the planning process to assure Environmental Justice will be published. Particular attention will be paid to the impacts of recommendations in the Regional Transportation Plan and projects in the TIP on under-served communities. Compliance with MAP-21 will be addressed.
3. The updated Affirmative Action Program will be published.
4. Through the SCCOG website, the region's transportation planning documents have been made available to the public.

**TASK 5: PUBLIC PARTICIPATION:**

<b>Staffing/Other Costs:</b>	<b>FY 2016</b>		<b>FY 2017</b>	
SCCOG Salaries:	230 hours	\$11,530	305 hours	\$15,858
BF&O:		13,493		19,028
<b>Total:</b>	<b>230 hours</b>	<b>\$25,023</b>	<b>305 hours</b>	<b>\$34,886</b>

<b>Financial Responsibility Estimated Cost, \$:</b>	<b>FY 2016</b>			<b>FY 2017</b>		
	PL/FTA	Other	Total	PL/FTA	Other	Total
Federal	20,018	-0-	20,018	27,908	-0-	27,908
CTDOT	2,502	-0-	2,502	3,489	-0-	3,489
SCCOG	2,503	-0-	2,052	3,489	-0-	3,489
<b>GRAND TOTAL:</b>	<b>25,023</b>	<b>-0-</b>	<b>25,023</b>	<b>34,886</b>	<b>-0-</b>	<b>34,886</b>

**Functional Responsibility - Estimated Costs, \$:**

	CTDOT	SCCOG	TRANSIT DISTRICT	TOWNS	CONSULT	OTHER	TOTAL
<b>FY 2016</b>	0	25,023	0	0	0	0	25,023
<b>FY 2017</b>	0	34,886	0	0	0	0	34,886

**TABLE 1: UNIFIED PLANNING WORK PROGRAM  
ESTIMATED STAFFING BY POSITION**

<b>Position</b>	<b>FY 2016 Maximum Hourly Rate</b>	<b>FY 2016 Percent of Total Time</b>	<b>FY 2017 Maximum Hourly Rate</b>	<b>FY 2017 Percent of Total Time</b>
Executive Director	\$69.00	50	\$72.00	50
Assistant Director	\$53.00	90	\$55.00	90
Planner III	\$45.00	50	\$46.00	50
Planner III	\$45.00	50	\$46.00	50
Planner III	\$41.00	50	\$42.00	50
Planner III	\$40.00	50	\$42.00	50
Planner I	\$26.00	25	\$28.00	25
GIS Coordinator	\$31.00	100	\$32.00	100

**TABLE 2: UNIFIED PLANNING WORK PROGRAM  
SCCOG STAFFING BY TASK**

	<b>FY 2016</b>	<b>FY 2017</b>
Task 1	507 hours	671 hours
Task 2	415 hours	549 hours
Task 3	2,306 hours	3,049 hours
Task 4	1,153 hours	1,524 hours
Task 5	230 hours	305 hours
<b>TOTAL:</b>	<b>4,611 hours</b>	<b>6,098 hours</b>

**TABLE 3: UNIFIED PLANNING WORK PROGRAM**  
**Southeastern Connecticut Council of Governments**  
**FINANCIAL RESPONSIBILITY BY TASK**

**FY 2016: TOTAL FUNDING [FY 2016 Combined PL/FTA]**

Task	Federal PL/FTA	State	SCCOG	Total
1	\$44,040	\$ 5,505	\$ 5,505	\$ 55,050
2	36,033	4,504	4,504	45,041
3	200,181	25,023	25,023	250,227
4	100,090	12,511	12,512	125,113
5	20,018	2,503	2,502	25,023
<b>TOTAL:</b>	<b>\$400,362</b>	<b>\$50,046</b>	<b>\$50,046</b>	<b>\$500,454</b>

**FY 2017: TOTAL FUNDING [FY 2017 Combined PL/FTA w/FY 2014 Carryover]**

Task	Federal PL/FTA	State	SCCOG	Total
1	\$ 61,400	\$ 7,675	\$ 7,675	\$ 76,750
2	50,236	6,279	6,280	62,795
3	279,090	34,887	34,886	348,863
4	139,546	17,443	17,443	174,432
5	27,908	3,489	3,489	34,886
<b>TOTAL:</b>	<b>\$558,180</b>	<b>\$69,773</b>	<b>\$69,773</b>	<b>\$697,726</b>

**TABLE 4: FY 2016 – FY 2017 UNIFIED PLANNING WORK PROGRAM MILESTONES**  
**Southeastern Connecticut Council of Governments**

Task No. & Title	Products	FY 2016	FY 2017
1. Management of the Planning Planning Process	FY 2018-2019 UPWP Draft		4/17
	FY 2018-2019 UPWP Final		6/17
	Adopt Transportation Plan	6/16	6/17
	Amend TIP	6/16	6/17
	Adopt UPWP for FY 2018-2019		6/17
	Self-certification	6/16	6/17
	SIP Conformancy Statement	6/16	6/17
	Quarterly Reports	Quarterly	Quarterly
	Route 11 Greenway Authority Commission Staffing	Throughout	Throughout
	Annual Audit	9/16	9/17
2. Data Collection/Analysis	Data Management	Throughout	Throughout
	Maintain 2010 Census	Throughout	Throughout
3. Planning Activities	Transportation Plan	6/16	6/17
	TIP Draft	2/16	2/17
	CAAA & SAFETEA-LU	Throughout	Throughout
	Casino Traffic Analysis	Throughout	Throughout
	Airport Committee	Throughout	Throughout
	Project Monitoring	Throughout	Throughout
	Congestion Management	Throughout	Throughout
	ITS	Throughout	Throughout
	Comprehensive Operational Analysis Implementation	Throughout	Throughout
4. Other Technical Assistance	Coordination	Throughout	Throughout
	Technical Assistance	Throughout	Throughout
	SEAT Assistance	Throughout	Throughout
	LOCHSTP	Throughout	Throughout
	Alternative Fuels	As Needed	As Needed
	5310 Vehicle Replacement	2/16	2/17
5. Public Participation	Update Affirm. Action/Environ. Justice Programs	6/16	6/17
	Annual Report	1/17	1/18
	Maintain Web Site	Throughout	Throughout

**TABLE 5: UNIFIED PLANNING WORK PROGRAM, FY 2016-2017**  
**Southeastern Connecticut Council of Governments**

### ESTIMATED SCHEDULE OF WORK ACTIVITIES

Tasks	FY2016												FY2017												
	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	
Products																									
1. Management																									
UPWP Draft																									
UPWP Final																									
Adopt Transp. Plan																									
Self Certification																									
SIP Conformity																									
Quarterly Reports																									
Route 11 GAC Staff																									
Annual Audit																									
2. Data Coll/Analy																									
HPMS/Sec. 536																									
Commuter Lots																									
Traffic Counts																									
Data Base/GIS																									
2010 Census Maint.																									
3. Planning																									
Transportation Plan																									
TTP																									
Casino Traffic Analy.																									
Project Monitoring																									
Congestion Mgmt.																									
ITS																									
Comp. Ops. Analysis Impl.																									
4. Technical Assist.																									
Coordination																									
Technical Assistance																									
SEAT Assistance																									
LOCHSTP																									
Airport Committee																									
Alternative Fuels																									
5310 Vehicle Replace,																									
Public Input																									
Affirm. Act/Environ. Just.																									
Newletters/Annual Rpts.																									
Web Site																									

## Appendix

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

#### Purpose

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

#### General Roles & Responsibilities

The Southeastern CT Council of Governments will perform the transportation planning process for their region and develop procedures to coordinate transportation planning activities in accordance with applicable federal regulations and guidance. The transportation process will, at a minimum, consist of:

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

#### Long Range Transportation Plan

1. Southeastern CT Council of Governments will be responsible for preparing and developing the long range (20-25 years) transportation plans for its respective region.
2. Southeastern CT Council of Governments may develop a consolidated transportation plan summary report for the planning region that includes the key issues facing the area and priority programs and projects.
3. ConnDOT will provide the following information and data in support of developing the transportation plan:
  - a. Financial information - estimate of anticipated federal funds over the 20-25 year time frame of the plan for the highway and transit programs.
  - b. Trip tables - for each analysis year, including base year and the horizon year of the plan by trip purpose and mode.
  - c. Traffic count data for state roads in the Southeastern CT Council of Governments Region Planning Region, and transit statistics as available.
  - d. List of projects of statewide significance by mode, with descriptions, so that they can be incorporated into the regional transportation plans.

- e. Assess air quality impacts and conduct the regional emissions assessment of the plan. Will provide the results of the assessment in a timely manner to allow inclusion in the plan and to be made available to the public at public information meetings. (Refer to air quality tasks.)
4. Southeastern CT Council of Governments may conduct transportation modeling for the area.
5. Southeastern CT Council of Governments will consult with the appropriate providers of public transportation on local bus capital projects to include in the transportation plan, and will work together to develop local bus improvements for the plan from the 10-year capital program. Through consultation, they will identify future local bus needs and services, including new routes, service expansion, rolling stock needs beyond replacement, and operating financial needs.

### Transportation Improvement Program (TIP)

1. The TIP will be prepared and compiled through a consultative process between ConnDOT, Southeastern CT Council of Governments, and the appropriate provider(s) of public transportation.
2. ConnDOT will prepare an initial list of projects to include in the new TIP. This list will be based on the current TIP that is about to expire and an assessment of which projects will be obligated for funding before the end of the current federal fiscal year.
3. ConnDOT, Southeastern CT Council of Governments and transit provider(s) – ConnDOT will solicit comments on the TIP and incorporate where practicable.
4. ConnDOT will provide detailed project descriptions, cost estimates and program schedules. The project descriptions will provide sufficient detail to allow the Southeastern CT Council of Governments to explain the projects to the policy board and the general public.
5. ConnDOT will provide a list of projects obligated during each of the federal fiscal years covered by the expiring TIP/STIP. The annual listing of obligated projects should include both highway and transit projects.
6. Southeastern CT Council of Governments will compile the TIP for the Region, including preparing a narrative. Projects will be categorized by federal aid program and listed in summary tables. The TIP will be converted into a format that will allow it to be downloaded to the Region's website. Southeastern CT Council of Governments will maintain the TIP by tracking amendments and changes to projects (schedule, scope and cost) made through the administrative action process.
7. ConnDOT will develop the STIP based on the MPOs' TIPs and projects located in the rural regions of the State.
8. ConnDOT will include one STIP entry each for the Bridge program, the Highway Safety Improvement program and the Recreational Trails program. This entry will list the total funds needed for these programs for each fiscal year. All Regions will receive back up lists in the form of the Connecticut Bridge Program, the Office of Traffic Engineering Safety Plan and the Recreational Trails program administered by the Department of Environmental Protection. The one line entry will reduce the number of entries needed in the STIP.
9. ConnDOT will provide proposed amendments to the Southeastern CT Council of Governments for consideration. The amendment will include a project description that provides sufficient detail to allow the Southeastern CT Council of Governments to explain the proposed changes to the Southeastern CT Council of Governments board. It will also provide a clear reason and justification for the amendment. If it involves a new project, ConnDOT will provide a clear explanation of the reasons and rationale for adding it to the TIP/STIP.
10. When an amendment to the TIP/STIP is being proposed by the Southeastern CT Council of Governments, the project sponsor will consult with ConnDOT to obtain concurrence with the proposed amendment and ensure financial consistency.
11. ConnDOT will provide a financial assessment of the STIP with each update. Southeastern CT Council of Governments should prepare a TIP summary table listing all projects by funding program sorted by year based on ConnDOT's financial assessment.

## **Air Quality Planning**

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

## **Public Participation Program**

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

## **Public Transportation Planning**

1. The Southeastern CT Council of Governments will allow for, to the extent feasible, the participation of transit providers at all transportation committee and policy board meetings to provide advice, information and consultation on transportation programs within the planning region.
  2. The Southeastern CT Council of Governments will provide the opportunity for the transit providers to review and comment on planning products relating to transit issues within the region.
  3. The Southeastern CT Council of Governments will allow for transit provider(s) to participate in UPWP, long-range plan, and TIP development to insure the consideration of any appropriate comments.
  4. The Southeastern CT Council of Governments and ConnDOT will assist the transit provider(s) to the extent feasible with planning for transit related activities.
-

## **Fiscal/Financial Planning**

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

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

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

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

1. The ConnDOT will maintain the statewide ITS architecture and ensure consistency with the Regional ITS Architecture for the Southeastern CT Council of Governments Planning Region.
2. The Southeastern CT Council of Governments will maintain and update the Regional ITS Architecture for the Southeastern CT Council of Governments Planning Region, where appropriate.

## **Amendment**

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

## **Effective Date**

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

**No Limitation on Statutory Authority**

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