

**SOUTHERN ALLEGHENIES  
PLANNING AND DEVELOPMENT COMMISSION**

**UNIFIED PLANNING WORK PROGRAM**

**Fiscal Years 2024-2025 Work Program  
July 1, 2024 through June 30, 2025**

**PREPARED BY:**

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**FOR SUBMISSION TO:**

**Commonwealth of Pennsylvania  
Department of Transportation  
Center for Program Development and Management  
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**SUBMITTED:**

**January 2024**

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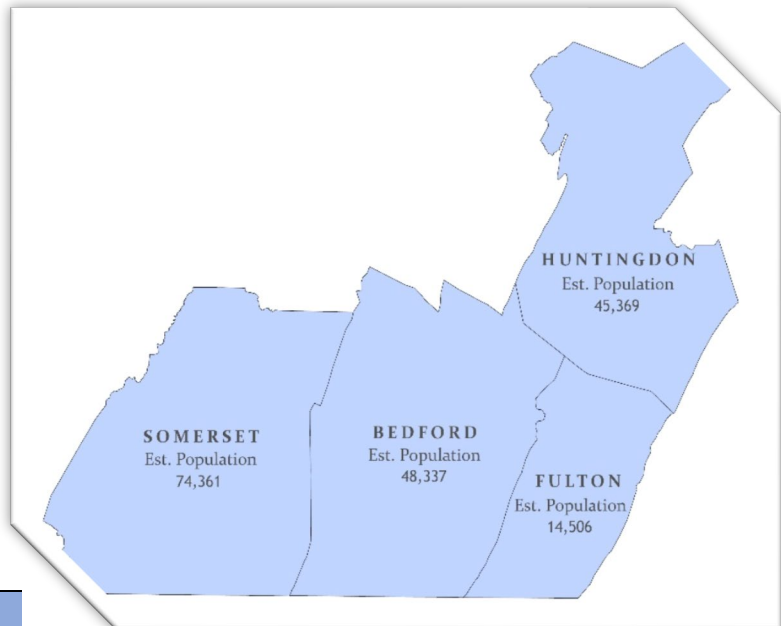
# Introduction

## **Purpose**

The Unified Planning Work Program (UPWP) describes the transportation-related policies, procedures, and activities to be completed by the Southern Alleghenies Planning and Development Commission (SAP&DC) Rural Planning Organization (RPO) for a one-year period between July 1, 2024, and June 30, 2025. Federal regulations mandate the UPWP be a comprehensive document that outlines the tasks to be completed by the RPO. However, the UPWP may be revised periodically to adapt to the changing needs and priorities of the RPO and its partners.

## **RPO Designation**

SAP&DC is a Local Development District (LDD) that implements a Rural Transportation Work Program for the counties of Bedford, Fulton, Huntingdon, and Somerset. On April 2, 2003, an Intergovernmental Agreement was signed between the Pennsylvania Department of Transportation (PennDOT) and SAP&DC designating SAP&DC as a RPO.



## **Key Responsibilities**

The federal Fixing America's Surface Transportation (FAST) Act specifies the roles and responsibilities of Metropolitan Planning Organizations (MPOs). Pennsylvania has designed that RPOs function similar to MPOs and adhere to many of the same roles and responsibilities. The Bipartisan Infrastructure Law (BIL) continues the requirements that were established under the FAST ACT. The table below outlines the RPO's required responsibilities. The RPO prohibits discrimination on the basis of race, sex, color, and national origin as outlined by Title VI 42 of the U.S. Code SS 2000d ET Seq.

Responsibility	Description
<p>Unified Planning Work Program (UPWP)</p> <p>23 CFR 450.308</p>	<p>The RPO is required to periodically prepare a UPWP, which lists the transportation planning activities to be completed by the RPO, in cooperation with federal partners, state partners, RPO counties, local governments and agencies. In Pennsylvania, the UPWP is based on the state fiscal year (July to June), and currently covers a one-year period. The FY 2024-25 UPWP covers the time period from July 1, 2024, to June 30, 2025.</p>
<p>Long Range Transportation Plan (LRTP)</p> <p>23 CFR 450.324</p>	<p>The RPO is required to develop and maintain a multi-modal plan that addresses federal requirements. The LRTP specifies RPO goals and objectives, documents existing and future transportation conditions and demands, addresses transportation performance management (TPM), and includes a fiscally constrained project list. The RPO's most recent LRTP was adopted in October of 2022. It was developed in close collaboration with the RPO's planning partners and plans for transportation projects over a 20-year span. The LRTP is updated every five years and is compliant with the FAST Act. The RPO's next LRTP will be completed in November of 2027.</p>
<p>Transportation Improvement Program (TIP)</p> <p>23 CFR 450.326</p>	<p>The RPO is required to approve federal funding for highway and transit projects through the adoption of a TIP. This short-range document is developed with significant collaboration between PennDOT, transit partners, and each RPO county. The TIP includes federal funds, state and local funds for specific transportation projects programmed in the RPO's four county area for a four-year period based on federal fiscal years (October-September), within specific limits of financial constraint. The TIP is a four-year document that is updated every two years. The list of projects on the TIP is identical to the First Four Year segment of Pennsylvania's Twelve Year Program (TYP), which is developed at the same time as the TIP and adopted by the State Transportation Commission. The TIP is adopted in the summer of even numbered years and goes into effect on October 1, later that year.</p>
<p>Coordinated Public Transit - Human Service Plan (CTP)</p> <p>FAST Act Section 5310</p>	<p>Federal regulations required the RPO to prepare a CTP to help guide the distribution of federal funds from certain transit programs that serve low income individuals, persons with disabilities, and the elderly. The current Southern Alleghenies CTP was adopted in 2016 and an update to the plan is expected to be completed in 2024.</p>
<p>Public Participation Plan (PPP)</p> <p>23 CFR 450.316</p>	<p>The RPO's PPP is reviewed on a periodic basis, and a significant update was completed in December 2021. The PPP specifies that proposed plans and programs such as the LRTP and TIP must be made available for public review during a thirty (30) day comment period, and that a public meeting be held during the comment period.</p>

## **Vision Statement**

The Southern Alleghenies RPO will work with local, state, and federal partners in an endeavor to provide a safe, efficient, and sustainable multi-modal transportation system that fosters economic and community development and meets the needs of the region through innovation.

## **RPO Priorities**

The following are the priorities for the Southern Alleghenies RPO during the one-year work program:

1. Foster a strong commitment to maintenance of the existing transportation system,
2. Develop a reliable and sustainable transportation network,
3. Increase the safety of the transportation system for motorized and non-motorized users,
4. Improve quality of life and equity of access through enhanced community access via public transportation,
5. Plan for bicycle and pedestrian initiatives, and
6. Maximize the benefits of transportation investments in the region.

## **Committee Structure**

The Southern Alleghenies RPO is comprised of the following committees: Rural Transportation Coordinating Committee (RTCC) and the Rural Transportation Technical Committee (RTTC). The RTTC's role is to provide input and expertise to inform the RTCC and recommend specific development of regional transportation policy and priorities, including adoption of planning documents like the Southern Alleghenies Regional TIP. The diverse RTTC membership results in expanded regional involvement and ensures that the issues of the region are addressed. The RTCC serves as the policy committee for the RPO and reviews recommendations from the RTTC. The RTCC and RTTC, at a minimum, meet four (4) times a year in separate or joint meetings.

Representatives on the RTCC include:

- (4) County Commissioners, one from each rural county
  - (1) PennDOT District 9-0 District Executive
  - (1) Representative from SAP&DC (Executive Director)
  - (1) Representative from PennDOT Central Office
  - (1) RTTC Chair Person
- TOTAL: 8 voting members

Representatives on the RTTC include:

- (4) County Planning Directors, one from each rural county
  - (4) At-large representatives, one from each RPO county
  - (4) Municipal representatives, one from each RPO county
  - (1) Representative from PennDOT District 9-0
  - (1) Representative from PennDOT Central Office
  - (2) Representatives from SAP&DC
  - (1) Representative from public transportation/transit
  - (2) Representatives from aviation, rail, or freight
  - (1) Representative from non-motorized transportation
- TOTAL: 20 voting members

## Local Government Roles & Representation

- **Southern Alleghenies Planning & Development Commission (SAP&DC)**
  - SAP&DC serves as the host agency and provides staff for the RPO.
  - SAP&DC has representation on both the RTTC and RTCC.
  - Coordinates with partners on planning and programming activities.
- **Bedford County – Fulton County – Huntingdon County – Somerset County**
  - Member counties of SAP&DC and the RPO.
  - Works in coordination with planning partners to gather data and priorities for transportation projects.
  - Each county has representation on both the RTTC and the RTCC.
  - Coordinates with partners on planning and programming activities.
- **Huntingdon Bedford Fulton Area Agency on Aging (HBFAAA)**
  - Regional transit provider to Huntingdon, Bedford, and Fulton Counties.
  - Implements the Medical Assistance Transportation Program (MATP) for the aforementioned counties.
  - Has representation on the RTTC as contributing member or as a transit provider representative.
  - Coordinates with partners on planning and programming activities.

- **Somerset County Transportation System (SCTS)**
  - Countywide transit provider for Somerset County.
  - Implements the Medical Assistance Transportation Program (MATP) for Somerset County.
  - Has representation on the RTTC as a contributing member or as a transit provider representative.
  - Coordinates with partners on planning and programming activities.

## Agency Roles & Representation

- **PennDOT Central Office**
  - Has representation on both the RTTC and the RTCC.
  - Coordinates with partners on planning and programming activities.
- **PennDOT District 9**
  - Has representation on both the RTTC and the RTCC.
  - Coordinates with partners on planning and programming activities.
  - Maintains the current TIP, the RPO’s draft TIP, and programming activities.
  - Provides input, coordination, and information with the RPO and its partners on transportation planning and programming activities.
- **FHWA**
  - Has at-large representation on the RTTC and RTCC.
  - Coordinates with partners on planning and programming activities.
  - Provides training opportunities to PennDOT and RPO personnel.

## State Transportation Improvement Plan (STIP) Findings

In September 2022, the FHWA and FTA reviewed and approved the Pennsylvania FFY 2023-2026 Statewide Transportation Improvement Program (STIP), which included the individual TIP for the Southern Alleghenies RPO as well as the TIPs for all other MPOs and RPOs in Pennsylvania. Based on this review, FHWA and FTA issued a STIP Planning Findings, in order to ensure that the STIP and TIPs are compliant with required statutory and regulatory planning provisions at federal and state levels. The STIP Planning Finding highlights what works well and what needs improvement in a statewide or metropolitan transportation planning process. No corrective actions were identified.



The FFY 2021-2024 STIP Planning Finding or Federal Planning Finding (FPF) also identified the following seven recommendations for consideration:

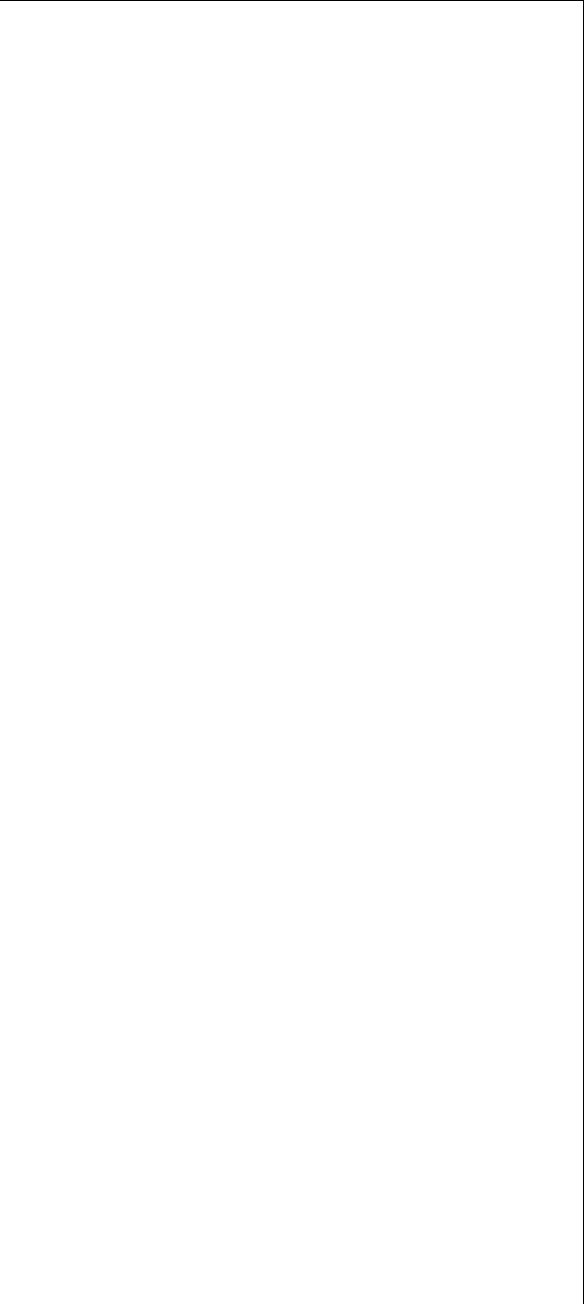
<b>STIP Planning Finding Recommendations</b>	<b>If/How Recommendations are being Addressed by the RPO</b>
<p><b>MPO/RPO LRTP Development Process:</b>            Since the 2019 FPF, progress has been made in many areas to improve the LRTP update process and agency coordination; however, several issues have also demonstrated the need for continued improvement and this finding is being carried over. FHWA and FTA recommend that PennDOT work with stakeholders to finalize the MPO/RPO LRTP Guidance Document to provide technical assistance and tools to meet state and federal planning requirements. In addition, FHWA and FTA recommend that MPOs/RPOs schedule an LRTP update coordination meeting at least 30 months in advance of the LRTP deadline. This coordination meeting should include FHWA, FTA, PennDOT Central Office and District Office staff, and other key partners. The meeting will serve the purpose of discussing roles and responsibilities, reviewing state and federal planning and transportation air quality requirements (where applicable), discussion on how to incorporate PBPP and TPM into the plan update, and identifying key milestones and resources.</p>	<p>The RPO began coordination for the Plan in May of 2020, a full 30-months in advance of the due date in November 2022. The LRTP was adopted in October 2022.</p>
<p><b>Integration of the Performance Based Planning and Programming (PBPP) and the Transportation Asset Management Plan (TAMP):</b>            PennDOT and Planning Partners have made significant progress to integrate PBPP and meet the federal planning requirements to support achievement of Transportation Performance Measures (TPM) and national goals. These efforts are highlighted in the Commendations section.</p> <p>In 2019, PennDOT developed the TAMP in accordance with 23 U.S.C. 119 and 23 CFR part 515. The TAMP establishes a blueprint for achieving and sustaining a state of good repair</p>	<p>The RPO has supported and will continue to support all performance measures established by PennDOT, as well as the PBPP approach.</p>

over the life cycle of Pennsylvania's transportation assets and preserving the condition of the National Highway System (NHS). The TAMP commits PennDOT to two overarching requirements:

- Meeting FHWA minimum condition thresholds for NHS pavements and bridges.
- Transitioning from "worst-first" programming to lowest life-cycle cost (LLCC) asset management.

In July 2020, the FHWA PA Division determined that PennDOT is implementing the TAMP consistent with 23 CFR 515.13(b)(2). FHWA and FTA recognize efforts are underway to transition to the LLCC asset management approach and integrate the TAMP into the planning process. To support this effort, FHWA and FTA recommend that PennDOT develop and implement a method for communicating the TAMP investment strategies and continue to share the Bridge and Pavement Asset Management Systems (BAMS/PAMS) data resources with the MPOs/RPOs so that they can more effectively integrate the TAMP into their TIP and LRTP programs.

As Pennsylvania makes progress on these initiatives, FHWA and FTA recommend that PennDOT, MPOs/RPOs, and transit agencies review and evaluate their planning agreements and internal procedural documents to ensure they are updated to incorporate new requirements and clearly define and document their roles and responsibilities for carrying out 23 U.S.C 134, 23 U.S.C 150, and 23 CFR 450 Subpart C requirements.



**Public Transportation Agency Safety Plans:**

FTA’s Public Transportation Agency Safety Plan (PTASP) regulation, 49 CFR Part 673, requires the state or transit agency that drafted the Agency Safety Plan to make its safety performance targets available to states and MPOs to aid in the planning process and to coordinate with states and MPOs in the selection of state and MPO safety performance targets. MPOs are required to reference the safety performance targets and PTASP in their TIPs and LRTPs updated or amended after July 20, 2021. States will incorporate transit agency safety performance targets into their STIP. In addition to the FHWA performance measures, the planning products must include a description of the transit performance measures and performance targets used in assessing the performance of the transportation system for transit asset management and safety. This should also include, to the maximum extent practicable, a description of the anticipated effect of the TIP toward achieving the performance targets identified in the LRTP, linking investment priorities to those performance targets.

Due to the current circumstances, the PTASP did not need to be included in the 2021 STIP/TIP. However, it does not appear there will be any delays in the requirement to reference the safety performance targets and PTASP in STIP/TIPs and LRTPs updated or amended after July 20, 2021. As such, FTA and FHWA recommend PennDOT work with MPOs/RPOs and transit agencies to integrate these requirements now, well in advance of the deadline to prevent any delays to STIP/TIP amendments or other approvals.

While the RPO doesn’t have a transit agency that offers fixed route service, the agencies do offer MATP services. The RPO will work with the Huntingdon, Bedford, Fulton Area Agency on Aging, the Somerset County Transportation System, and the Fulton County Family Partnership to review and implement any recommendations to aid in the planning process.

**Statewide Public Participation Plan (PPP) and Public Involvement for the STIP/TIPs:**

In 2020, PennDOT adopted the updated Statewide PPP (Publication 823), which outlines its commitments to public involvement for the STIP, Twelve Year Program (TYP), Statewide Long Range Transportation Plan (SLRTP), and PPP. FHWA and FTA commend PennDOT for the collaborative and comprehensive update process and for identifying new strategies to engage the public. PennDOT plans to fully implement the new STIP public involvement requirements for the 2023 STIP update.

As PennDOT prepares for this transition, FHWA and FTA recommend that PennDOT take steps to better align and utilize the public outreach efforts that are conducted for the TYP with the STIP/TIP development process. The STIP and TYP are complementary in many ways, with the STIP serving as the first four years of the TYP and the State Transportation Commission (STC) taking formal action to adopt both documents at one time. In addition, FHWA and FTA recommend that PennDOT evaluate and seek to improve public notification, awareness, and access to the STC meetings, agendas, and materials under consideration.

As part of the 2021 STIP/TIP update, PennDOT and Planning Partners deployed new virtual public involvement (VPI) tools. FHWA and FTA commend these innovative efforts and recommend that PennDOT and Planning Partners evaluate the effectiveness of VPI tools and consider adding VPI techniques to their respective Public Participation Plans.

The RPO adopted its PPP on December 16, 2020. It made considerations for the recently updated statewide PPP as well. Notably, the RPO has adopted VPI methods and platforms to enhance the public involvement process. Firstly, all the RPOs meetings have a virtual attendance option if requested. Secondly, the RPO acquired Zoom as a VPI tool. This tool allows for public engagement on a variety of levels and for a variety of needs. The RPO will continue to employ this tool as long as it remains feasible.

<p><b>Air Quality Programs:</b>  As part of the 2021 STIP/TIP update process, PennDOT and Planning Partners made significant strides to enhance the Air Quality (AQ) conformity process through proactive training, use of the AQ SharePoint site, and interagency coordination. These efforts resulted in a more collaborative and efficient AQ conformity process. FHWA and FTA recommend that PennDOT further build on this progress by updating the PennDOT Project Review and Classification Guidelines for Regional Air Quality Conformity (March 2014) to document the entire AQ conformity process for TIPs and LRTPs, describe roles and responsibilities, and include new program enhancements. In addition, FHWA and FTA recommend that MPOs/RPOs coordinate closely with PennDOT as they begin their LRTP update process to map out a development timeline that provides for sufficient time to accommodate the AQ conformity process and interagency coordination.</p>	<p>The RPO is in an attainment area.</p>
<p><b>State Freight Work Group and State Freight Plan:</b>  Since the 2017 FPF, PennDOT has made progress to expand participation in the State Freight Work Group; however, this finding is carried forward with the recommendation to include private sector stakeholders. FHWA and FTA recommend that PennDOT continue to expand membership in the State Freight Work Group to include private stakeholders and encourage the Freight Work Group to serve in an advisory role per the guidance in 49 U.S.C. 70201. Potential public and private stakeholders may include, but are not limited to, cargo carriers and logistics companies, and safety, community, energy, and environmental stakeholders.</p> <p>In addition, FHWA and FTA recognize efforts are underway to update the State Freight Plan. The FAST Act requires the State Freight Plan to be updated at least once every five years with a five-year planning horizon per 49 U.S.C. 70202(d)-(e). PennDOT's State Freight Plan update is due November 17, 2022.</p>	<p>The RPO will support all statewide freight planning efforts as necessary.</p>

**Keystone Corridor Funding:**

The Keystone Corridor (Pennsylvania portion) is the in-State and commuter rail service funded by PennDOT and FTA on the Amtrak rail line that runs between Philadelphia and Harrisburg. Keystone Corridor projects are funded within the three-contiguous large urbanized areas (UZAs) which includes Harrisburg, Lancaster, and Philadelphia. Per the Memorandum of Understanding (MOU) between PennDOT, FTA, and FHWA for Pennsylvania’s Statewide Procedures for 2021-2024 for STIP and TIP Revisions, the entire amount of federal funds applied to Keystone Corridor Projects shall be programmed on the TIP of the UZA from which the funds originate. There do not appear to be projects using Section 5337 funds programmed on the Harrisburg or Lancaster TIPs despite those UZAs being apportioned Section 5337 formula funds. Keystone related projects using Section 5307 funds do not appear on the Harrisburg and Lancaster TIPs. FTA and FHWA recommend that PennDOT coordinate with the MPOs associated with the three UZAs where the funding originates to program Keystone Corridor projects on their respective TIPs in compliance with the MOU.

While the RPO doesn’t fall under this portion of the Keystone Corridor, the Amtrak route does run through Huntingdon County and close partner MPOs of Altoona and Johnstown. The RPO has observed through public involvement processes that expanded passenger rail service is desired beyond the “Keystone Corridor,” to include additional service between Pittsburgh and Harrisburg.

## Federal Planning Factors

The FAST Act defines ten specific planning factors to be considered when developing transportation plans and programs within the RPO. The planning factors are found in Title 23 of the United States Code, CFR 450.306. The planning factors have been considered and incorporated into the RPO's UPWP.

<i><b>Federal Planning Factor</b></i>	<b>Tasks</b>				
	<b>Task I:</b>	<b>Task II:</b>	<b>Task III:</b>	<b>Task IV:</b>	<b>Task V:</b>
	<b>Plans &amp; Programs</b>	<b>Project Delivery</b>	<b>Admin</b>	<b>LTAP</b>	<b>Complete Streets &amp; Accessibility</b>
<i><b>Economic Vitality</b></i>	✓	✓	✓		
<i><b>System Safety</b></i>	✓	✓	✓	✓	✓
<i><b>System Security</b></i>	✓	✓		✓	
<i><b>Accessibility &amp; Mobility</b></i>	✓	✓		✓	✓
<i><b>Enhance Environment</b></i>	✓	✓		✓	✓
<i><b>Integration &amp; Connectivity</b></i>	✓	✓	✓	✓	✓
<i><b>System Management &amp; Operations</b></i>	✓	✓		✓	✓
<i><b>System Preservation</b></i>	✓	✓		✓	✓
<i><b>System Resiliency</b></i>	✓	✓		✓	✓
<i><b>Travel &amp; Tourism</b></i>	✓	✓	✓		✓

## UPWP Development Schedule

Milestone	Aug. 2023	Sept. 2023	Oct. 2023	Nov. 2023	Dec. 2023	Jan. 2023	Jul. 2022
Review UPWP Guidance							
Draft UPWP Development							
Refine Tasks, Deliverables, Budget							
Final Draft Reviewed by PennDOT CPDM & District 9							
FHWA Review							
Incorporate Revisions - Finalize Draft							
Approval at RTTC/RTCC Meetings							
Submit UPWP to PennDOT/FHWA						1/31	
Begin Work on 2024-2025 UPWP							7/1

The Southern Alleghenies Planning & Develop Commission UPWP was created in accordance with the FY 2024-2025 1-Year Update Unified Planning Work Program Guidance provided in September 2023. SAP&DC consulted various stakeholders, such as FHWA, PennDOT CPDM, PennDOT District 9, RPO Counties, Transit Authorities, and Rural Transportation Committees, to develop the specific tasks and work elements in the FY 2024-2025 UPWP.



## Plan Activity and Milestones

Plan/Activity	Update Cycle	Current Plan	Next Plan
		Adoption/ Completion	Targeted Completion
Unified Planning Work Program (UPWP)	1 Year	Jan. 2024	Jan. 2025
Long Range Transportation Plan (LRTP)	5 Years	Nov. 2022	Nov. 2027
2025 Transportation Improvement Program (TIP)	2 Years	Jun. 2024	Jun. 2026
2027 Transportation Improvement Program (TIP)	2 Years	Jun. 2026	Jun. 2028
Public Participation Plan (PPP)	4 Years	Dec. 2020	Dec. 2024
Bicycle & Pedestrian Plan	5 Years	Dec. 2021	Dec. 2026
Greenways and Open Spaces Plan	As needed	May 2007	As needed
Coordinated Public Transit Plan	As Needed	Jul. 2016	Jun. 2024
Comprehensive Economic Development Strategy (CEDS)	5 Years	Dec. 2019	Dec. 2024
Alleghenies Ahead: Regional Comprehensive Plan	10 Years	Jul. 2018	Jul. 2028
Environmental Justice Evaluation of Benefits & Burdens	2 Years	Jan. 2022	Dec. 2023
Local Technical Assistance Program (LTAP) Annual Report	Yearly	Oct. 2023	Oct. 2024
Title VI Policy & Procedures	5 Years	Jul. 2020	Jul. 2025
Limited English Proficiency Plan	5 Years	Aug. 2020	Aug. 2025
FY 23 Annual List of Federally Obligated Projects	Yearly	Dec. 2023	Dec. 2024
FY 24 Annual List of Federally Obligated Projects	Yearly	Dec. 2024	Dec. 2025
FY 25 Annual List of Federally Obligated Projects	Yearly	Dec. 2025	Dec. 2026

# Task I: Plans & Programs

## Anticipated Cost and Funding Source

Fiscal Year	Total	Highway			Transit	
		PL/SPR	MLF	Local	FTA	Local
2024-2025	\$139,245.79	\$88,821.18	\$11,472.75	\$10,732.66	\$22,575.45	\$5,643.75

## Work Elements

### 1) Long Range Transportation Program (LRTP)

Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>SAP&amp;DC</li> <li>PennDOT District 9</li> <li>PennDOT Central Office</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing Implementation</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>

- a) 2022-2042 LRTP
- i) The Southern Alleghenies RPO Long Range Transportation Plan (LRTP) will be maintained and updated as needed in accordance with the current federal transportation legislation.

### 2) Transportation Improvement Program (TIP)

Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>SAP&amp;DC</li> <li>PennDOT District 9</li> <li>PennDOT Central Office</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing Implementation</li> <li>2025 Program Adoption in July 2024</li> </ul>	<ul style="list-style-type: none"> <li>2025-2028 TIP</li> <li>Performance Measure Safety Targets</li> </ul>

- a) 2023-2026 TIP
- i) Maintain and update the 2023 Program.
- ii) Process all eSTIP amendments and administrative actions for the 2023 Program.
- b) 2025-2028 TIP
- i) Adopt the 2025 Draft TIP and submit for inclusion into the 2025 STIP.
- ii) Maintain and update the 2025 Program.
- iii) Process all eSTIP amendments and administrative actions for the 2025 Program.

- c) 2027-2030 TIP
  - i) Maintain state roadway and bridge asset management lists and local bridge risk assessments.
  - ii) Utilize a performance-based planning approach to determine performance targets (PM1, PM2, and PM3), evaluate maintenance needs, and identify priority projects.
  - iii) Coordinate and begin collection of county priorities for inclusion and consideration in the 2027 Program.
  - iv) Begin gathering data for the Environmental Justice Benefits and Burden analysis for the 2027 Program for inclusion into the TIP and the LRTP.
  - v) Engage stakeholders through a public outreach process to determine transportation infrastructure and programmatic needs.
  - vi) Coordinate with regional transit operators to ensure their priorities are incorporated in the planning process.
  - vii) Begin preparations for the 2027 Draft TIP.

3) Public Participation Plan (PPP)		
Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>• SAP&amp;DC</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing Implementation</li> </ul>	<ul style="list-style-type: none"> <li>• 2024 PPP</li> </ul>

- a) Complete the 2024 update of the Southern Alleghenies Public Participation Plan.
  - i) Provide a detailed plan for conducting a public outreach process, including activities to be conducted and duration of the public comment period, to develop the LRTP, TIP, PPP, CTP, Bicycle & Pedestrian Plan, other transportation plans, and public meetings as necessary.
- b) Utilize the PPP to engage a variety of stakeholders through a public outreach process. The document determines what methods best reach a representative demographic of the Region.
- c) Conduct public outreach processes in the development of the LRTP, TIP, PPP, CTP, Bicycle & Pedestrian Plan, other transportation plans, and public meetings, as necessary.

4) Bicycle & Pedestrian Plan		
Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>• SAP&amp;DC</li> <li>• PennDOT District 9</li> <li>• PennDOT Central Office</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing Implementation</li> </ul>	<ul style="list-style-type: none"> <li>• Annual Project Listing</li> </ul>

- a) Addend the 2021 Plan with Annual Project Listing updates.
  - i) The RPO will act as a clearing house for bicycle and pedestrian projects throughout the RPO.

- (1) Applications will be accepted on at least an annual basis for inclusion in the project candidate list (Appendix C) through an application process.
  - (2) Projects will be assigned a quality tiered status and will be advertised to various funding agencies.
- b) Continue to promote bicycle and pedestrian safety in the RPO.

5) Coordinated Transit & Human Services Plan (CTP)		
Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>• SAP&amp;DC</li> <li>• PennDOT District 9</li> <li>• PennDOT Central Office</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing Implementation</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>

- a) Implement the 2023 CTP recommendations.

6) Limited English Proficiency Plan (LEP)		
Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>• SAP&amp;DC</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing Implementation</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>

- a) Prepare the 2025 update to the Limited English Proficiency Plan.
- i) Develop a scope of work and milestones for the 2025 plan.
  - ii) Conduct a public outreach process to determine the extent of regional limited English proficiency.
  - iii) Develop a process to solicit feedback from non-English speaking populations.
- b) Procure LEP services as outlined by the updated Plan and within the confines of the UPWP agreement and state procurement guidelines.

7) Support Statewide Committees and Workgroups		
Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>• SAP&amp;DC</li> <li>• PennDOT District 9</li> <li>• PennDOT Central Office</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing Implementation</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>

- a) Participate on statewide committees and workgroups to provide guidance and promote planning partner communication when meetings and activities are needed.
- i) The Statewide Transportation Innovation Council (STIC)
  - ii) The General and Procedural Guidance Workgroup

## 8) Review existing Functional Classification Roadway Designation

Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>SAP&amp;DC</li> <li>PennDOT District 9</li> <li>PennDOT Central Office</li> </ul>	<ul style="list-style-type: none"> <li>As needed</li> </ul>	<ul style="list-style-type: none"> <li>Functional classification concurrence</li> <li>Updated functional classification maps</li> </ul>

- a) Review maps and make recommended changes for roadway functional classification, National Highway System (NHS), National Highway Freight Network, NHS intermodal connectors, and urbanized boundary updates for the Southern Alleghenies RPO, as necessary and in conjunction with the decennial Census.
- b) Work with the District office to provide concurrence to FHWA on necessary changes to the system.
- c) Once adopted, provide maps of the proposed changes to FHWA.

## 9) Conduct Supplemental Studies

Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>SAP&amp;DC</li> <li>PennDOT District 9</li> <li>PennDOT Central Office</li> </ul>	<ul style="list-style-type: none"> <li>2024-2025</li> </ul>	<ul style="list-style-type: none"> <li>Riverview Business Park TIS</li> <li>Saxton trail Connectivity Study</li> <li>As needed</li> </ul>

- a) Conduct a TIS on intersections related to the Riverview Business Park in Huntingdon County.
- b) Conduct a trail connectivity study near Saxton Borough in Huntingdon and Bedford Counties
- c) Conduct various studies when the need arises as determined by SAP&DC, PennDOT District 9, or PennDOT Central Office, which may include:
  - i) Corridor studies
  - ii) Economic investigations & impact studies
  - iii) Feasibility studies
  - iv) Freight studies
  - v) Transit studies
  - vi) Other studies as necessary

## 10) Conduct GIS Analysis and Provide Support to Partners

Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>SAP&amp;DC</li> </ul>	<ul style="list-style-type: none"> <li>As Needed</li> </ul>	<ul style="list-style-type: none"> <li>Feature datasets and maps made available to partners and/or public</li> </ul>

- a) Utilize GIS capabilities to perform in-house analysis of various studies/projects.
- b) Provide GIS support to counties and other stakeholders as necessary.

- i) Create and share datasets that may be otherwise unavailable.
- c) Publish appropriate datasets and maps for public use and viewing on the ArcGIS Online platform.

## Task II: Project Delivery

### Anticipated Cost and Funding Source

Fiscal Year	Total	Highway			Transit	
		PL/SPR	MLF	Local	FTA	Local
<b>2024-2025</b>	\$118,798.93	\$75,778.75	\$9,788.08	\$9,156.55	\$19,260.40	\$4,815.15

### Work Elements

#### 1) Support PennDOT Connects program, participate in site visits of potential future and currently programmed projects.

Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>SAP&amp;DC</li> <li>PennDOT District 9</li> <li>PennDOT Central Office</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>

- a) Conduct site visits to determine feasibility of potential transportation projects.
- b) Participate in a selection of visioning field views hosted by PennDOT District 9. Visioning field views will review and screen candidate projects for the TIP update. They are attended by various District, Central Office, RPO, and county planning staff as necessary.
- c) Participate in a selection scoping field views hosted by PennDOT District 9.

#### 2) Support the PennDOT Connects process.

Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>SAP&amp;DC</li> <li>PennDOT District 9</li> <li>PennDOT Central Office</li> <li>RPO Counties</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing</li> <li>Ongoing</li> <li>2024</li> </ul>	<ul style="list-style-type: none"> <li>2023 Program Connects meetings</li> <li>2025 Program Connects meetings</li> <li>PennDOT Connects Process Review</li> </ul>

- a) Participate in, and occasionally conduct, PennDOT Connects meetings.
  - i) Work with District 9, municipal personnel, and other stakeholders to schedule Connects meetings.
  - ii) Assist in entering prospective projects into the Proposal Form.

- iii) Assist in completing the Project Initiation Form (PIF.)
- iv) Review and provide comment on the PIF.
- v) Complete PennDOT Connects Process Review.
- b) Maintain the RPO’s marketing strategy to promote PennDOT Connects at all public meetings including Township Supervisors Conventions, LTAP courses, and other municipal meetings as the opportunity arises.

**3) Utilize the Appalachian Regional Commission Local Access Road (LAR) program to promote better access, connectivity, and provide economic development opportunities within the RPO.**

Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>• SAP&amp;DC</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• 2025 ARC LAR Investment Package</li> </ul>

- a) Conduct initial site visits with PennDOT, project sponsors, and other stakeholders.
- b) Distribute project profile forms to help determine priority projects and begin the pre-application process.
- c) Coordinate process to provide technical assistance, including preparing and submitting applications to ARC for funding.
- d) Continue to support applicants and PennDOT District 9 throughout the process and to construction.

**4) Promote various grant and funding programs that support improvements to transportation infrastructure throughout the RPO including but not limited to the following grant programs: PennDOT Multimodal Transportation Fund, DCED Multimodal Transportation Fund, Transportation Alternative Set-Asides, ARLE, and GLG.**

Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>• SAP&amp;DC</li> <li>• PennDOT District 9</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>

- a) Attend municipal and stakeholder meetings as necessary to explain various grant and funding programs.
- b) Support potential applicants with technical assistance regarding various processes to promote quality applications.
- c) Field view, comment, and score applications and projects as required by the individual program requirements.

**5) Participate in and support the Southern Alleghenies Regional Greenways and Open Space Network Plan and implementation.**



Responsible Partner(s)	Timeline	Deliverable(s)
• SAP&DC	• Ongoing	• Mini-Grant Program Round Ten

- a) Implement the Southern Alleghenies Mini Grant Program promoting bicycle, pedestrian, and other greenway planning, development, and safety projects.
- b) Ensure that the region’s greenways projects through the Mini Grant Program align with the goals and objectives of the Southern Alleghenies Bicycle and Pedestrian Plan.

## 6) Collect Supplemental Traffic Counts

Responsible Partner(s)	Timeline	Deliverable(s)
• SAP&DC	• Ongoing	• Yearly Supplemental Traffic Count Report

- a) Solicit traffic counting requests on state and locally owned roadways from PennDOT District 9, the RPO counties, and other stakeholders as necessary.
- b) Conduct 24-hour tube counts according to customary road tube counting practices on designated locations.
- c) Provide traffic count data to requesting stakeholders and PennDOT District 9 to inform project and transportation safety related decisions.

## 7) Conduct Pedestrian Counts

Responsible Partner(s)	Timeline	Deliverable(s)
• SAP&DC	• Ongoing • Year End	• Updated ArcGIS web platform • Yearly Trail Usage Report

- a) Utilize the RPO’s twenty infrared counters to conduct pedestrian counts on regional trails and other pedestrian facilities.
  - i) Use the collected data to inform stakeholders on facility usage rates to bolster potential grant applications and make safety related decisions.
- b) Provide general user data to stakeholders and the public via the Southern Alleghenies ArcGIS platform.
- c) Utilize the Datanet web platform to create customized reports for stakeholders as requested.
- d) Complete a Yearly Trail Usage report at the end of CY 2025.

## Task III: Administrative

### Anticipated Cost and Funding Source

Fiscal Year	Total	Highway			Transit	
		PL/SPR	MLF	Local	FTA	Local
<b>2024-2025</b>	\$118,205.28	\$75,400.07	\$9,739.17	\$9,110.79	\$19,164.15	\$4,791.10

### Work Elements

#### 1) Southern Alleghenies RPO Committees

Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>• SAP&amp;DC</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• Quarterly meetings held for the RTTC and RTCC</li> </ul>

- a) Coordinate activities of the Rural Transportation Technical Committee (RTTC), Rural Transportation Coordinating Committee (RTCC) and all subcommittees. Provide technical assistance to committee members and local governments as needed.
  - i) Prepare agendas, meeting packets, and electronic presentation materials.
  - ii) Communicate with both committees as well as the public about upcoming meetings, meeting minutes, and RPO initiatives.

#### 2) Unified Planning Work Program (UPWP)

Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>• SAP&amp;DC</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• 2025-2027 UPWP</li> <li>• Quarterly Progress Reports</li> </ul>

- a) 2024-2025 UPWP administration.
  - i) Prepare and submit monthly work program invoices and supporting expenditure documentation to the PennDOT Program Center no later than 30 days following the invoicing period.
  - ii) Prepare and submit quarterly work program progress reports to the PennDOT Program Center detailing activities undertaken by SAP&DC staff according to responsibilities outlined by this UPWP.

- iii) General administration of supplemental funding projects including but not limited to:
  - (1) Federal Transit Administration (FTA)
- iv) Prepare and submit quarterly Disadvantaged Business Enterprise (DBE) reports to the PennDOT DBE liaison.
- v) Submit any UPWP amendments to FHWA for review before seeking UPWP approval.
- vi) Submit budget and scope modifications to the PennDOT Program Center for review and approval.
- vii) Maintain the implementation of Title VI Complaint Procedures with updates and changes as they are released.
- b) Prepare and adopt the 2025-2027 UPWP.
  - i) Adopt the FY 2025-2027 UPWP by January 31, 2025. Submit all documents required for contract execution by March of 2025, including Exhibits "2" and "3" and authorizing signature resolutions.

3) PennDOT Planning Partner Meetings		
Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>• SAP&amp;DC</li> <li>• PennDOT District 9</li> <li>• PennDOT Central Office</li> </ul>	<ul style="list-style-type: none"> <li>• Meetings semi-annually</li> <li>• Calls bi-monthly</li> </ul>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>

- a) Actively attend and participate in the bi-annual PennDOT Planning Partner meetings as available.
- b) Participate in Planning Partner conference calls and web conferences regularly and as available.
- c) Actively participate in trainings provided by PennDOT, FHWA, FTA, and other entities when the subject matter is of benefit to the RPO.

4) Annual Listing of Obligations		
Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>• SAP&amp;DC</li> <li>• PennDOT District 9</li> <li>• PennDOT Central Office</li> </ul>	<ul style="list-style-type: none"> <li>• Yearly in December</li> </ul>	<ul style="list-style-type: none"> <li>• 2024 Annual Listing of Obligations</li> </ul>

- a) Work with PennDOT to develop a listing of federally obligated projects at the end of each federal fiscal year and publicly post the obligations to the SAP&DC website.

## 5) Technology and Outreach

Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>• SAP&amp;DC</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• Functional website</li> <li>• Functional ArcGIS platform</li> </ul>

- a) Utilize the Southern Alleghenies website to share planning and programming information and the tenets and requirements of current federal legislation with the public and tribal governments.
- b) Maintain the ArcGIS Online platform to ensure its content is valuable to regional stakeholders.
- c) Utilize an arial drone to provide imagery and other data to support various projects and programs.
- d) Purchase basic computer software programs and ongoing maintenance licenses for software programs.
- e) Purchase/maintain equipment necessary to support the RPO's project delivery and plans and programs tasks.

## Task IV: Local Technical Assistance Program (LTAP)

### Anticipated Cost and Funding Source

Fiscal Year	Total	LTAP
2024-2025	\$35,000	\$35,000

### Work Elements

#### 1) Regional Program Coordinator

Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>SAP&amp;DC</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>Yearly coordination meeting</li> </ul>

- a) SAP&DC will participate in the LTAP by conducting activities for the RPO counties of Bedford, Fulton, Huntingdon, and Somerset. Additionally, SAP&DC will coordinate with the Cambria and Blair County Planning Commissions to schedule and promote courses and relevant activities throughout the entire six-county region.

#### 2) Identify Regional Training Needs

Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>SAP&amp;DC</li> <li>Blair County Planning Commission</li> <li>Cambria County Planning Commission</li> </ul>	<ul style="list-style-type: none"> <li>Ongoing</li> <li>Survey in September 2024</li> </ul>	<ul style="list-style-type: none"> <li>2024 LTAP Survey</li> </ul>

- a) Develop and distribute surveys of municipal training needs and priorities on a regular basis. This may include online, paper, phone, or in-person survey methods.
- b) Develop a priority training list that identifies training needs within the Southern Alleghenies Region and use it to schedule training dates by submitting requests through the LTAP website.
- c) Identify training course locations suitable to cover the entire six-county region. Responsibilities include, but are not limited to the following: logistics, securing facilities, registration, room set-up, etc.

### 3) Marketing and Outreach

Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>• SAP&amp;DC</li> <li>• Blair County Planning Commission</li> <li>• Cambria County Planning Commission</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• Brochures printed and distributed annually</li> <li>• Flyers and mailers distributed to Municipalities</li> </ul>

- a) Market the value of LTAP to all municipalities and PennDOT’s Municipal Services representatives in the Southern Alleghenies Region through letters, e-mails, social media, etc., announcing the course names, dates, times, and locations. Course registration will be coordinated by SAP&DC and attendees will be registered through the LTAP website.
- b) Provide a mechanism for municipalities to contact SAP&DC with issues that LTAP can help with by offering training or technical assistance and ascertain from the municipalities what format is the most beneficial for them to receive assistance.
- c) Market the value of LTAP and its long-term impact on the workforce through electronic and print media, as well as attendance at relevant meetings, conventions, workshops, and trainings on an as-needed basis to improve staff knowledge of roadway maintenance and safety issues.
- d) Meet with targeted municipalities in the Southern Alleghenies RPO to promote the LTAP, build their knowledge of the program, and seek course registrations. Additionally, use the face-to-face meeting platform to get a greater sense of their training needs, potentially lining up road shows.
- e) Participate in the annual LTAP Planning Partners meeting and other PennDOT meetings as required. Attend LTAP training courses and participate in at least one onsite technical assistance visit in the region.
- f) Using targeted marketing, identify municipalities with greater staff capacity that fall outside of the Southern Alleghenies Region. Advertise scheduled courses, roadshows, and technical assistance to the identified municipalities in an effort to provide training to communities that may be on the fringe of LTAP service areas.

### 4) Administration and Reporting

Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>• SAP&amp;DC</li> <li>• Blair County Planning Commission</li> <li>• Cambria County Planning Commission</li> </ul>	<ul style="list-style-type: none"> <li>• Yearly in October</li> </ul>	<ul style="list-style-type: none"> <li>• Quarterly RT Report</li> <li>• Annual LTAP Report</li> </ul>

- a) Document all regional LTAP activities in UPWP quarterly progress reports submitted to PennDOT.
- b) Include all LTAP related expenses in monthly invoices and expenditure documentation submitted to PennDOT.

- c) Prepare an annual report that summarizes regional LTAP activities including identification of training needs, marketing and outreach, and participation and attendance in all LTAP related activities. Summarize the outcomes and recommendations for future activities with LTAP in the region.

## Task V: Complete Streets & Accessibility

### Anticipated Cost and Funding Source

Fiscal Year	Total	SPR
<b>2024-2025</b>	\$7,000	\$7,000

### Work Elements

#### 1) Regional Sidewalk Inventory

Responsible Partner(s)	Timeline	Deliverable(s)
<ul style="list-style-type: none"> <li>• SAP&amp;DC</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>	<ul style="list-style-type: none"> <li>• Maintenance of the regional sidewalk dataset</li> </ul>

- a) Implement the Complete Streets and Accessibility funding to maintain a regional sidewalk inventory of the Southern Alleghenies RPO.
- b) Utilize ArcGIS to edit a previously created spatial dataset of the sidewalks in the RPO. Dataset currently includes the geographic location of sidewalks as well as any pertinent information relating to the sidewalks (i.e., condition, material type, ownership). Additional pertinent information can be attributed to the dataset.
- c) The regional sidewalk dataset will be used to identify sidewalk gaps in municipalities that may affect mobility and present safety issues for pedestrians.
- d) SAP&DC will share the regional sidewalk dataset with its partners, including PennDOT District 9-0, County Planning Commissions, municipalities, and any other party interested in the dataset for the purposes of Complete Streets planning activities.



**Southern Alleghenies Planning and Development Commission  
Transportation Planning Program  
FY 2024-2025  
Exhibit 1 Financials**

Base Program		Highway				Transit	
No.	Work Task	Budget	SPR	MLF	Local	FTA	Local
I.	Plans and Programs	\$139,245.79	\$88,821.18	\$11,472.75	\$10,732.66	\$22,575.45	\$5,643.75
II.	Project Delivery	\$118,798.93	\$75,778.75	\$9,788.08	\$9,156.55	\$19,260.40	\$4,815.15
III.	Administrative	\$118,205.28	\$75,400.07	\$9,739.17	\$9,110.79	\$19,164.15	\$4,791.10
<b>Base Total</b>		<b>\$376,250.00</b>	<b>\$240,000.00</b>	<b>\$31,000.00</b>	<b>\$29,000.00</b>	<b>\$61,000.00</b>	<b>\$15,250.00</b>

Supplemental/Special Studies		Highway				Transit	
No.	Work Task	Budget	SPR	MLF	Local	FTA	Local
IV.	Local Technical Assistance Program	\$35,000.00	\$35,000.00	\$0.00	\$0.00	\$0.00	\$0.00
V.	Complete Streets & Accessibility (ISATO)	\$7,000.00	\$7,000.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Supplemental Total</b>		<b>\$42,000.00</b>	<b>\$42,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Grand Total</b>		<b>\$418,250.00</b>	<b>\$282,000.00</b>	<b>\$31,000.00</b>	<b>\$29,000.00</b>	<b>\$61,000.00</b>	<b>\$15,250.00</b>

**Southern Alleghenies Planning & Development Commission**  
**Transportation Planning Program**  
**FY 2024-2025**  
**Service Purchase Register**  
**Exhibit 2**

<b>Item</b>	<b>I. Plans &amp; Programs</b>	<b>II. Project Delivery</b>	<b>III. Admin</b>	<b>IV. LTAP Special Funds</b>	<b>V. Complete Streets &amp; Accessibility (ISATO)</b>
<b>Direct Salaries</b>	\$ 66,910.86	\$ 56,965.18	\$ 36,338.40	\$ 15,317.13	\$ 3,378.40
<b>Fringe</b>	\$ 31,569.83	\$ 27,128.01	\$ 18,506.78	\$ 7,568.85	\$ 1,311.41
<b>Total Direct</b>	<b>\$ 98,480.69</b>	<b>\$ 84,093.19</b>	<b>\$ 54,845.18</b>	<b>\$ 22,885.98</b>	<b>\$ 4,689.81</b>
<b>Contract Serv</b>	\$ -	\$ -	\$ 23,000.00	\$ -	\$ -
<b>Print &amp; Pub</b>	\$ -	\$ -	\$ 2,000.00	\$ 1,200.00	\$ -
<b>F&amp;E</b>	\$ -	\$ -	\$ 4,000.00	\$ -	\$ -
<b>Postage</b>	\$ -	\$ -	\$ 1,000.00	\$ 800.00	\$ -
<b>Supplies</b>	\$ -	\$ -	\$ 4,200.00	\$ 200.00	\$ -
<b>Meeting</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Other</b>	\$ -	\$ -	\$ 1,000.00	\$ 100.00	\$ 50.00
<b>Travel</b>	\$ -	\$ -	\$ 6,000.00	\$ 500.00	\$ 200.00
<b>Dues</b>	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total Direct</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 41,200.00</b>	<b>\$ 2,800.00</b>	<b>\$ 250.00</b>
<b>Allocated Costs</b>	\$ 40,765.10	\$ 34,705.74	\$ 22,160.10	\$ 9,314.02	\$ 2,060.19
<b>Total</b>	<b>\$ 139,245.79</b>	<b>\$ 118,798.93</b>	<b>\$ 118,205.28</b>	<b>\$ 35,000.00</b>	<b>\$ 7,000.00</b>

**Southern Alleghenies Planning & Development Commission**  
**Transportation Planning Program**  
**FY 2024-2025**  
**Salary Schedule**  
**Exhibit 3**

<i>Staffing Plan</i>	<i>Title</i>	<i>Charge Salary</i>	<i>Percent Devoted</i>	<i>Salary to Recover</i>
Lee Slusser	Director, Planning & Community Development	87,550	45%	39,398
Matthew Bjorkman	Transportation Program Manager	53,045	95%	50,393
Zach Lee	Transportation Specialist	53,045	65%	34,479
Emily Osilka	Regional Planner	42,230	87%	36,740
Janice Streightiff	Planning & Community Development Program Asst	39,779	45%	17,900