

Unified Planning Work Program FY 2013

Adopted May 8, 2012

**Prepared by the
Gainesville-Hall Metropolitan Planning Organization**

**In cooperation with the
Hall Area Transit
Georgia Department of Transportation
Federal Highway Administration
Federal Transit Administration**



***Gainesville - Hall
Metropolitan Planning Organization***

Flowery Branch - Gainesville - Hall County - Oakwood

**A Resolution by the Gainesville-Hall Metropolitan Planning Organization
Policy Committee Adopting the FY 2013 Unified Planning Work Program**

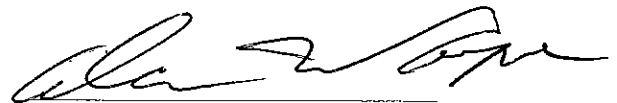
WHEREAS, the Gainesville-Hall Metropolitan Planning Organization is the designated Metropolitan Planning Organization for transportation planning within the Gainesville Metropolitan Area Boundary which includes all of Hall County; and

WHEREAS, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) requires the Metropolitan Planning Organization to develop and adopt a Unified Planning Work Program; and

WHEREAS, the Unified Planning Work Program is consistent with all plans, goals, and objectives of the Gainesville-Hall Metropolitan Planning Organization.

NOW, THERE, BE IT RESOLVED that the Gainesville-Hall Metropolitan Planning Organization adopts the FY 2013 Unified Planning Work Program for the period from July 1, 2012 to June 30, 2013.

ALAN WAYNE,
VICE CHAIR



~~Mayor Mike Miller, Chair~~
GHMPO Policy Committee

TABLE OF CONTENTS

INTRODUCTION.....	1
PARTICIPATING AGENCIES.....	1
SCOPE AND DURATION OF THE UPWP	2
PLANNING PROCESS	2
METROPOLITAN PLANNING FACTORS	3
FUNDING	3
UPWP WORK ELEMENTS / TASK DESCRIPTIONS.....	4
1.0 PROGRAM SUPPORT AND ADMINISTRATION	4
1.1 Study Coordination and Operations	4
1.2 Professional and Technical Education	6
1.3 Office Equipment and Supplies	7
1.4 UPWP	8
2.0 PUBLIC INVOLVEMENT.....	9
2.1 Community Outreach and Education	9
3.0 COMPREHENSIVE PLANNING AND RESEARCH	10
3.1 Data Collection and System Monitoring	11
4.0 LONG RANGE TRANSPORTATION AND SYSTEM PLANNING.....	11
4.1 Long Range Transportation Plan.....	12
5.0 SHORT RANGE TRANSPORTATION AND PROJECT PLANNING	12
5.1 Transportation Improvement Program	13
5.2 Major Transportation Studies	13
6.0 TRANSIT	14
6.1 Hall Area Transit Programs and Projects	15
Appendix A GAINESVILLE AND ATLANTA URBAN AREA BOUNDARIES.....	16
Appendix B FUNDING SUMMARY	17
Appendix C MAJOR WORK ACCOMPLISHMENTS IN FY 2012.....	19
Appendix D ACRONYMS	20

INTRODUCTION

The Unified Planning Work Program (UPWP) originated from the Federal-Aid Highway Act of 1973 and is prepared annually to describe the ongoing transportation planning process for a Metropolitan Planning Organization (MPO). Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) is the most recent law establishing federal transportation policy and funding authorizations.

As the designated MPO for the Gainesville-Hall Area, the Gainesville-Hall Metropolitan Planning Organization (GHMPO) is responsible under Section 134 of Title 23, United States Code, for carrying out a “continuing, cooperative and comprehensive” (3-C) transportation planning process. The process uses three committees (Policy Committee – the decision making body, Technical Coordinating Committee – the staff, and Citizen’s Advisory Committee – the public) to develop and carry out a comprehensive transportation planning process and to ensure that programs, improvements, and expenditures are consistent with regional goals, policies, and plans. Appendix A illustrates the organization and staff composition of GHMPO.

- The Policy Committee is the decision-making body and is represented by elected officials from the member jurisdictions and an official from the Georgia Department of Transportation (GDOT). The committee is responsible for taking into consideration the recommendations from the Citizens Advisory Committee (CAC) and the Technical Coordinating Committee (TCC) when adopting plans or setting policy.
- The Technical Coordinating Committee membership includes staff from the member jurisdictions, various federal, state, and local agencies and associations that have a technical knowledge of transportation or planning. The TCC evaluates transportation plans and projects based on whether or not they are technically warranted and financially feasible
- The Citizens Advisory Committee consists of volunteer members who are interested in transportation issues. They are appointed by their member jurisdictions. The CAC is responsible for ensuring that values and interests of the citizens in Hall County are taken into consideration in the transportation planning process.

PARTICIPATING AGENCIES

The following agencies have roles in the development, implementation, approval of, and/or funding of this UPWP:

U.S. DEPARTMENT OF TRANSPORTATION

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) jointly approve the UPWP. These two federal agencies provide valuable input into the process leading to the development of this document.

FHWA develops regulations, policies, and guidelines to achieve safety, access, economic development, and other goals of FHWA programs, and provides federal financial resources, technical training, education, and assistance to state and local transportation agencies.

FTA provides financial assistance and oversees grants to state and local transit providers, primarily through its regional and metropolitan offices. FTA is responsible for ensuring that grantees follow federal mandates along with statutory and administrative requirements.

GEORGIA DEPARTMENT OF TRANSPORTATION

The Georgia Department of Transportation (GDOT) serves as the liaison between the MPO, the state, and the USDOT. The MPO works cooperatively with GDOT on various transportation tasks, which include: Transportation Improvement Program (TIP), Long Range Transportation Plan (LRTP), and Travel Demand Modeling. GDOT is the recipient of federal planning funds and the MPOs are sub-recipients of these funds. Therefore, GDOT provides grant oversight of Federal Planning (PL) funds. GDOT also reviews and approves UPWP's and TIP's before requesting concurrency from FHWA and FTA.

SCOPE AND DURATION OF THE UPWP

The Fiscal Year 2013 Unified Planning Work Program describes the organization's planning goals and activities, provides cost estimates for each activity, identifies funding sources, and outlines a work schedule for the period July 1, 2012 through June 30, 2013. The document is organized into six major sections entitled:

- Part I – Program Support and Administration
- Part II – Public Involvement
- Part III – Comprehensive Planning and Research
- Part IV – Long Range Transportation and System Planning
- Part V – Short Range Transportation and Project Planning
- Part VI – Transit

The six sections of the UPWP include information on the parties responsible for carrying out the various planning activities. These activities are mostly geared towards the preparation and development of the LRTP with at least a 20-year horizon and a TIP which defines funded projects over six years. Public involvement is an integral part throughout the planning process.

PLANNING PROCESS

The GHMPO planning process is complex due to the study area's proximity to the Atlanta metropolitan area, as well as Hall County's most recent status for two air quality standards. As shown in Appendix-A, the County-wide study area includes the Gainesville urbanized area (UZA) as well as a small portion of the metropolitan Atlanta urbanized area along its southern edge (approximately 2.7 percent of the County land area).

Hall County is in the process of being designated as part of a 20 County, 8-hour ozone maintenance area, as well as part of the 22 County Particulate Matter 2.5 maintenance area. A maintenance area classification requires conformity to transportation budgets for 20 years once the region is designated as attainment. The GHMPO actively coordinates with the Atlanta Regional Commission (ARC), which provides air quality modeling for the region, to ensure that there is not a lapse in meeting these requirements. Therefore, the area's transportation challenges must be met not only in the context of local constraints, such as funding, growth of congestion, but also within the constraints of regional air quality planning.

METROPOLITAN PLANNING FACTORS

The transportation planning process must explicitly address eight planning factors identified by SAFETEA-LU (Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy For Users):

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency;
2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the surface transportation system for motorized and non-motorized users;
4. Increase the accessibility and mobility options available to people and for freight;
5. Protect and enhance the environment, promote energy conservation, and improve quality of life;
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight;
7. Promote efficient system management and operation; and
8. Emphasize the preservation of the existing transportation system.

FUNDING

The Gainesville Hall Transportation Study (GHTS) receives funding from two federal reimbursement programs, GDOT and member jurisdictions of Hall County. The FTA is the source of Section 5303 Program funds, which are primarily for transit planning. The Federal transit 5303 funds represent 80% of funding and require a 20% match. While GDOT provides 10% of the required match, Hall County provides the remaining 10%. On the other hand, FHWA is the source of Planning (PL) funds, which are used for providing local information to the Department of Transportation to ensure a continuing transportation planning process. Federal transportation PL funds represent 80% of funding and requires a 20% local match. Member jurisdictions of Hall County provide the 20% match through in-kind services, which include both salaries and direct costs, primarily associated with the functioning of the MPO.

The overall funding summary, along with the in-kind match summary, is shown in Appendix B. Since the in-kind match dollar amount cannot be applied specifically to each task listed in this document, the required 20% dollar amount is shown as a lump sum in the funding summary. However, the dollar amount constituting the required 20% match for each work element is shown at the end of the task description for informational purposes. Lastly, it should be noted that the required 20% match dollar amount will be captured from the available in-kind match dollar amount, which is slightly higher as shown in Appendix B.

UPWP WORK ELEMENTS / TASK DESCRIPTIONS

1.0 **Program Support and Administration**

Program Objective:

To provide overall management of GHMPO's transportation planning program, and ensure compliance with applicable federal and state requirements. Support various transportation related committees and ensure communication among and between the committees. Manage the staff contributing to planning activities. Monitor consultant contracts performed as part of the MPO process.

1.1 **Study Coordination and Operations**

Program Objective:

To coordinate and conduct the transportation planning activities of the MPO in compliance with all federal, state, and local laws, regulations and requirements.

Previous Work:

1. In FY 2012, the three GHTS committees met four times. Meeting minutes were prepared.
2. Quarterly reports, reimbursable forms, and an annual report were prepared and submitted to the GDOT Planning Office.
3. Attended ARC's TCC & Transportation & Air Quality Committee (TAQC) meetings.
4. Attended Interagency Consultation Group meetings to discuss the two air quality standards for which Hall County has non-attainment status.
5. Attended the Senior Air Quality Partners meeting.
6. Attended various project specific meetings with GDOT, ARC, and other local agencies.
7. Reminded contributing member jurisdictions on appointing/reappointing members to the CAC.
8. Coordinated with ARC on its certification process.
9. Attended the Georgia Forward Forum.
10. Attended public meeting in Hall County on the fiscally constrained regional project list for the Georgia Mountains Region.
11. Attended Atlanta Regional Transportation Roundtable meetings.
12. Attended Georgia Mountains Regional Transportation Public Meeting in Hall County.
13. Presented relevant information on the regional transportation planning process to the Greater Hall Chamber of Commerce Issues Committee, Economic Development Council, Board of Directors and Vision 2030.
14. Upon request, presented information on the GHMPO structure and current projects to local jurisdictions.
15. Coordinated with several representatives from the cities of Gainesville, Flowery Branch and Oakwood in developing the constrained regional project list.
16. Coordinated with jurisdictions and stakeholders in finalizing the regional project list to the Georgia Mountains Regional Commission.
17. Attended Public Information Open House of SR 347/Friendship Road Project.
18. Attended Spout Springs Road widening kick off meeting.
19. Attended Georgia Mountains Roundtable meetings and assisted the Executive Committee members in the process.
20. Attended I-85 High Occupancy Toll (HOT) Lane Project Overview.

Activities:

1. Provide opportunities for an open, inclusive process assuring continuing, comprehensive, and cooperative decision making with all jurisdictions in the GHMPO planning area.
2. Prepare proper study records for the development or progress and performance reports, certification, and reimbursement procedure.

3. Coordinate activities of the GHMPO committees, including arranging meetings and preparing meeting minutes.
4. Continue coordination surrounding the regional transportation planning activities.
5. Coordinate/participate with other resource agencies at both state and local level on various project specific and/or on-going activities.

Products:

1. GHTS committee meetings and minutes.
2. Quarterly FY 2013 Reports and an Annual FY 2013 Report.
3. Accounting narratives and invoices.

Lead Agency:

GHMPO

Funding:

Source	Amount
FHWA (80%)	\$ 161,362.83
LOCAL (20%)*	\$ 40,340.71
Total-PL	\$ 201,703.54

* Part of the overall 20% in-kind match

1.2 **Professional and Technical Education**

Program Objective:

To develop staff knowledge of transportation planning through relevant workshops and conferences.

Previous Work:

1. In relation to the MPO activities staff attended the following:
 - a. 2011 Georgia Association of Metropolitan Planning Organizations (GAMPO) Work Session in Atlanta, Georgia
 - b. 2011 Annual GAMPO Conference in Macon, Georgia
 - c. 2011 Fall Georgia Planning Association (GPA) Conference in Savannah, Georgia
 - d. Federal Highway Administration (FHWA) and the Transportation Research Board (TRB) peer exchange program on modeling needs of small MPOs in Washington, D.C.
 - e. ARC's State of Region Breakfast in Atlanta, Georgia
 - f. Greater Hall Chamber of Commerce Eggs and Issues Breakfast in Gainesville, Georgia
 - g. Basic Cube software training class conducted by Citilabs in Atlanta.
 - h. GDOT Annual Forum in Oakwood, Georgia
 - i. Transition to Sustainability Workshop in Macon, Georgia.
 - j. 2012 Title VI and Americans with Disabilities (ADA) Training Event in Atlanta, Georgia.
 - k. Maintained membership in the American Planning Association (APA).

Activities:

1. Staff may attend transportation-related conferences, seminars and courses including those offered by the National Highway Institute (NHI), US Environmental Protection Agency (EPA), Georgia Environmental Protection Division (EPD), FHWA, FTA, and GDOT.

Products:

1. Ongoing staff improvement and education.

Lead Agency:

GHMPO

Funding:

Source	Amount
FHWA (80%)	\$ 5,600.00
LOCAL (20%)*	\$ 1,400.00
Total-PL	\$ 7,000.00

* Part of the overall 20% in-kind match

1.3 **Office Equipment and Supplies**

Program Objective:

To maintain computer systems used by the MPO for relevant transportation planning activities. Acquire software and hardware as necessary to maintain the MPO's transportation planning process. Purchase Geographic Information System (GIS) software and application materials for system planning. Purchase necessary office equipment to operate the MPO.

Previous Work:

1. Office supplies were acquired.
2. Bought binders for GHMPO documents for incoming CAC members.
3. Bought replacement desktop monitor, replacement laptop battery, and a new office chair.

Activities:

1. Maintain computer systems and other office equipment used by the MPO in line of relevant transportation planning activities.

Products:

1. Adequate technology and office equipment to operate the MPO.

Lead Agency:

GHMPO

Funding:

Source	Amount
FHWA (80%)	\$ 3,200.00
LOCAL (20%)*	\$ 800.00
Total-PL	\$ 4,000.00

* Part of the overall 20% in-kind match

1.4 **UPWP**

Program Objective:

To identify work tasks undertaken by the GHMPO to address metropolitan area transportation planning. Collect public and committee input on a proposed FY 2014 UPWP. Take into consideration MPO progress made on FY 2013 UPWP. Develop and draft final UPWP.

Previous Work:

1. Development of FY 2013 UPWP and annual budget.
2. Committees approved amendment to the FY 2012 funding summary
3. Submitted the GHMPO's FY 2011 Annual Performance Report to GDOT.
4. Program was reviewed and approved by committees.

Activities:

1. Identify priority transportation planning work tasks.
2. Prepare a descriptive narrative and cost estimate for each work task, coordinate input from other agencies, and prepare the FY 2014 UPWP.

Products:

1. FY 2014 UPWP.

Lead Agency:

GHMPO

Funding:

Source	Amount
FHWA (80%)	\$ 1,600.00
LOCAL (20%)*	\$ 400.00
Total-PL	\$ 2,000.00

* Part of the overall 20% in-kind match

2.0 Public Involvement

Program Objective:

To gain input from the general public in transportation planning; to comply with the federal and local public participation requirements; to provide opportunities for convenient public access to review and comment on the GHMPO planning and programming documents, and the data and processes leading to those documents.

2.1 Community Outreach and Education

Program Objective:

To identify and involve stakeholders and traditionally underserved groups in the transportation planning process.

Previous Work:

1. Maintained and updated GHMPO's website to provide opportunity for public comment and review on relevant MPO activities.
2. Gave numerous outreach presentations to groups interested in the impact of the regional transportation planning process within Hall County.
3. Examined comments received on the 2040 MTP and 2012-2017 TIP during the public comment review period and incorporated changes into draft versions of those documents.
4. Placed committee approved versions of the 2040 MTP and 2012-2017 TIP on the GHMPO website.
5. Added new webpage as primer on the regional transportation planning process.
6. Updated the air quality section of the MPO website with the associated release of ARCs PLAN 2040 Conformity Determination Report.
7. Continued to add 2012-2017 TIP amendments and administrative modifications to MPO website.

Activities:

1. Review, revise and update GHMPO Participation Plan as needed.
2. Provide opportunity for public comment and review on various GHMPO and Hall Area Transit (HAT) documents and activities.
3. Establish and maintain a record-keeping system that documents official actions of transportation planning processes and related public review.
4. Advertise the availability of draft documents for public review and comment.
5. Research potential procedures to evaluate the effects of development and transportation investments on communities including environmental justice issues. This is an ongoing activity.
6. Provide adequate notice of GHMPO activities as outlined in the Public Participation Plan.
7. Maintain and update the GHMPO website.
8. Maintain and update database of community stakeholders for mail and electronic notification of transportation activities.

Products:

1. Ongoing community outreach and education.

Lead Agency:

GHMPO

Funding:

Source	Amount
FHWA (80%)	\$ 3,200.00
LOCAL (20%)*	\$ 800.00
Total-PL	\$ 4,000.00

* Part of the overall 20% in-kind match

3.0 Comprehensive Planning and Research

Program Objective:

Areas covered include appropriate database development and maintenance for transportation planning issues and activities leading to the MTP and TIP.

3.1 Data Collection and System Monitoring**Program Objective:**

As needed for transportation planning efforts, use technical data – such as Average Annual Daily Traffic (AADT) and GIS mapping to provide important tools in the development of the TIP, MTP and other MPO planning efforts.

Previous Work:

1. Integrated technical data and maps into all planning efforts to further most comprehensive information to the public and GHMPO committees.
2. Designed comprehensive map of the Georgia Mountains Region indicating location and costs of all regional projects in the region.
3. Monitored information from 2010 Census data releases on changes affecting the GHMPO planning boundary.

Activities:

1. Develop and maintain databases on current population, employment, and land use in the MPO area.
2. Continue to use GIS as an analytical and data management tool in spatial work projects including MTP updates and demographic studies.
3. Track land use and growth patterns of the GHMPO planning area and incorporate into the MTP, and the Transportation Demand Management (TDM) as needed.
4. As requested, attend meetings with local and regional agencies for data sharing regarding the Atlanta non-attainment area and planning data needs.

Products:

1. Relevant technical data and maps.

Lead Agency:

GHMPO and GDOT

Funding:

Source	Amount
FHWA (80%)	\$ 1,600.00
LOCAL (20%)*	\$ 400.00
Total-PL	\$ 2,000.00

* Part of the overall 20% in-kind match

4.0 Long Range Transportation and System Planning**Program Objective:**

The Long Range Transportation Plan (LRTP) provides the basis for transportation investment of regionally significant projects and programs within the planning area. The LRTP addresses various modes of transportation as well as the safety and security of the region's transportation system. The long-range 2040 MTP is the latest version of the LRTP document.

4.1 Long Range Transportation Plan

Program Objective:

To develop and review inputs for the eventual creation and adoption of a long-range, multi-modal MTP for the GHMPO planning area. This is a continuing work element.

Previous Work:

1. Developed the 2040 MTP document. Coordinated with ARC, GDOT, FTA and FHWA in the process.
2. The GHMPO committees adopted the 2040 MTP. Implemented the public participation and consultation techniques while adopting the 2040 MTP.
1. Continued ongoing cooperation with ARC on air quality conformity issues and transportation demand modeling. .
2. Coordinated with ARC in developing the joint conformity determination report for the Atlanta region.
3. Disseminated digital and hard copies of the 2040 MTP to local, state, regional and federal planning partners.
4. Plotted and mounted final 2040 MTP on ANSI E sized format and disseminated to aforementioned planning partners.
5. Closed out contract with consultant when all tasks and schedules were completed.

Activities:

1. Incorporate changes to the 2040 MTP should the regional transportation project list be approved.
2. Continue evaluating development trends in land use and their impacts on the existing and planned transportation network.
3. Coordinate with the comprehensive planning process within the GHMPO planning area to integrate both the land use and transportation plans.
4. Coordinate with ARC in developing plan update schedule and work surrounding air quality conformity.

Products:

1. Amended 2040 MTP.

Lead Agency:

GHMPO

Funding:

Source	Amount
FHWA (80%)	\$ 3,200.00
LOCAL (20%)*	\$ 800.00
Total-PL	\$ 4,000.00

* Part of the overall 20% in-kind match

5.0 Short Range Transportation and Project Planning

Program Objective:

To undertake transportation planning activities that will lead to the development/implementation of the transportation improvement program and other related transportation studies.

5.1 Transportation Improvement Program

Program Objective:

The development and adoption of a TIP with a four-year triennial element and two out-years for project programming. The TIP is a process for selecting and scheduling all federally funded and regionally significant projects in a manner consistent with the MTP. The TIP is updated and amended as required.

Previous Work:

1. Attended quarterly status project meetings at the GDOT District 1 office.
2. Coordinated with GDOT and local jurisdictions on project status and dollar amounts.
3. Developed the draft 2012-2017 TIP.
4. GHMPO committees adopted the 2012-2017 TIP in conjunction with the 2040 MTP.
5. Disseminated adopted 2012-2017 TIP document to local, regional, state and federal planning partners.
6. Added committee approved amendments to the 2012-2017 TIP while coordinating with ARC on the impact on conformity modeling.

Activities:

1. Prepare amendments to the 2012-2017 TIP should the proposed regional project list be approved.
2. Coordinate with GDOT to track and update project list and dollar amounts.
3. Coordinate with ARC on projects included in the TIP as they progress while meeting air quality requirements.
4. Coordinate with GDOT and local jurisdictions and examine opportunities for transportation planning studies as needed.
5. Incorporate participation planning process in development of the TIP.

Products:

1. Amendments to the 2012-2017 TIP.

Lead Agency:

GHMPO

Funding:

Source	Amount
FHWA (80%)	\$ 1,600.00
LOCAL (20%)*	\$ 400.00
Total-PL	\$ 2,000.00

* Part of the overall 20% in-kind match

5.2 Major Transportation Studies

Program Objective:

To integrate land use planning activities with transportation planning. To provide information and recommendations to member jurisdictions and other planning and design agencies.

Previous Work:

1. Researched freight studies completed within Georgia.
2. Prepared a draft Request for Proposal (RFP) to conduct a Freight Study for the GHMPO planning area.
3. Met with the City of Gainesville officials to discuss a potential transportation study to address congestion and connectivity within the city limits.

Activities:

1. Examine opportunities to coordinate with appropriate jurisdictions on transportation planning needs.
2. Continue dialogue with the City of Gainesville officials regarding a transportation study. Develop RFP and manage the consultant and the study.
3. Continue partnership with GDOT on other relevant studies in the planning area.
4. The MPO may periodically be asked to conduct special studies, prepare reports for participants, other agencies, or the public or to analyze data not otherwise covered in the UPWP. Under this element the MPO will fund and/or negotiate with outside consultants or prepare in-house transportation or traffic studies, which may be needed.

Products:

1. Appropriate transportation studies.

Lead Agency:

GHMPO

Funding:

Source	Amount
FHWA (80%)	\$ 1,600.00
LOCAL (20%)*	\$ 400.00
Total-PL	\$ 2,000.00

* Part of the overall 20% in-kind match

6.0 Transit
Program Objective:

To plan for an effective, convenient and accessible public transportation system.

6.1 Hall Area Transit Programs and Projects

Program Objective:

To perform a public transit operation, administration, and conduct relevant transit studies. Research and analyze City of Gainesville and Hall County communities' transportation needs and provide recommendations on how to meet those needs.

Previous Work:

1. Developed the transit section in the draft 2013 Unified Planning Work Program (UPWP) and presented to the GHMPO committees.
2. Adopted the 2013 UPWP on May 10, 2012.
3. Attended the 2011 Association of Metropolitan Planning Organizations (AMPO) conference in Dallas, Texas.
4. Coordinated with Hall Area Transit in developed the transit elements in the 2040 MTP and the 2012-2017 TIP
5. Attended workshops as a part of the Georgia Human Services Transportation Plan Update.
6. Worked on activities surrounding the transit section in the draft 2040 Metropolitan Transportation Plan (MTP) and the draft 2012-2017 TIP. Managed the consultant team in the process.
7. Managed the FY 2012 Section 5303 contract and successfully completed all tasks listed in the grant program.
8. Participated in the transit program update calls conducted by GDOT.
9. Prepared and submitted the FY 2013 Section 5303 contract to GDOT.
10. Conducted commuter and license plate surveys to assess commuter usage of three area park-n-ride lots and explore potential for commuter bus service.

Activities:

1. Provide transit planning administration and assistance to HAT. (Activity Line Item code: 44.21.00)
2. Maintain/amend the transit sections of the 2040 MTP. (Activity Line Item code: 44.23.02)
3. Maintain/amend the transit sections of the 2012-2017 TIP. (Activity Line Item code: 44.25.00)
4. Continue coordination with HAT in developing the transit work element for the FY 2014 UPWP. (Activity Line Item code: 44.21.00)
5. Participate and present transit related information and activities before municipalities and/or appropriate committees. (Activity Line Item code: 44.21.00)

Products:

1. Performance of administrative tasks.
2. Transit sections of the FY 2014 UPWP, 2040 MTP and 2012-2017 TIP.

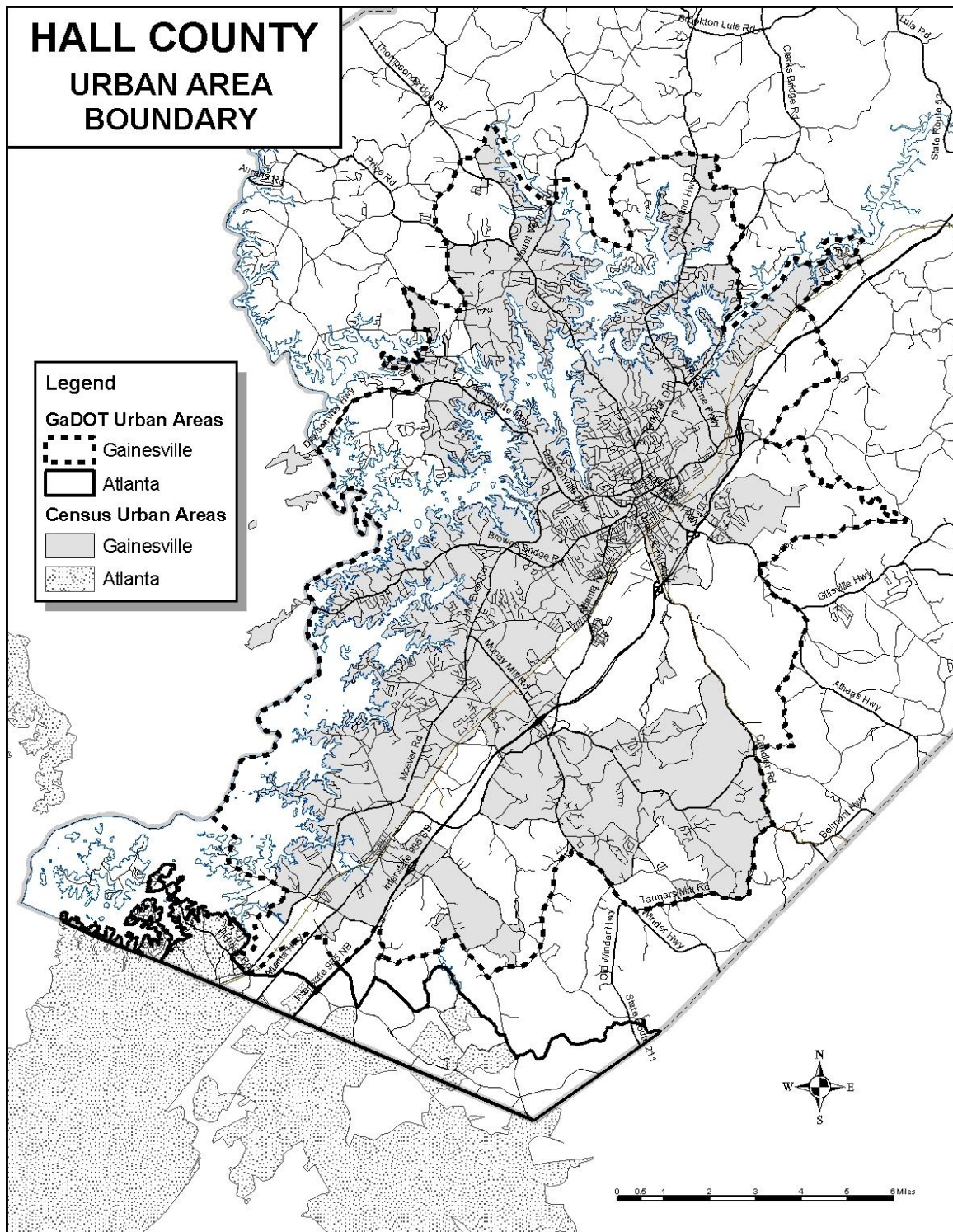
Lead Agency:

GHMPO / Hall Area Transit

Funding:

Source	Amount
FTA (80%)	\$ 51,194.00
GDOT (10%)	\$ 6,399.25
LOCAL (10%)	\$ 6,399.25
Total-5303	\$ 63,992.50

Appendix A GAINESVILLE AND ATLANTA URBAN AREA BOUNDARIES



Appendix B FUNDING SUMMARY

PL Funds (\$)		Section 5303 Funds (\$)				Total Budget Amount (\$)			
Budget Amount (100%)	FHWA (80%)	Local In-Kind Match (20%)	Budget Amount (100%)	FTA (80%)	GDOT Match (10%)		Local Match (10%)		
Work Elements	1.0 Program Support and Adminsitration	214,703.54	171,762.83	See In-Kind Match Summary Table	0.00	0.00	0.00	214,703.54	
	1.1 Study Coordination and Operations	201,703.54	161,362.83		0.00	0.00	0.00	201,703.54	
	1.2 Professional and Technical Education	7,000.00	5,600.00		0.00	0.00	0.00	7,000.00	
	1.3 Office Equipment and Supplies	4,000.00	3,200.00		0.00	0.00	0.00	4,000.00	
	1.4 UPWP	2,000.00	1,600.00		0.00	0.00	0.00	2,000.00	
	2.0 Public Involvement	4,000.00	3,200.00		0.00	0.00	0.00	4,000.00	
	2.1 Community Outreach and Education	4,000.00	3,200.00		0.00	0.00	0.00	4,000.00	
	3.0 Comprehensive Planning and Research	2,000.00	1,600.00		0.00	0.00	0.00	2,000.00	
	3.1 Data Collection and System Monitoring	2,000.00	1,600.00		0.00	0.00	0.00	2,000.00	
	4.0 Long Range Transportation & System Planning	4,000.00	3,200.00		0.00	0.00	0.00	4,000.00	
	4.1 Long Range Transportation Plan	4,000.00	3,200.00		0.00	0.00	0.00	4,000.00	
	5.0 Short Range Transportation & Project Planning	4,000.00	3,200.00		0.00	0.00	0.00	4,000.00	
	5.1 Transportation Improvement Program	2,000.00	1,600.00		0.00	0.00	0.00	2,000.00	
	5.2 Major Transportation Studies	2,000.00	1,600.00		0.00	0.00	0.00	2,000.00	
	6.0 Transit	0.00	0.00		63,992.50	51,194.00	6,399.25	6,399.25	63,992.50
	6.1 Hall Area Transit Programs & Projects	0.00	0.00		63,992.50	51,194.00	6,399.25	6,399.25	63,992.50
Total Work Elements (\$)		228,703.54	182,962.83	45,740.71	63,992.50	51,194.00	6,399.25	292,696.04	

FY 2013 Local In-Kind Match - Salaries

Work Element	Hours	Cost
1.1 Study Coordination and Operations		
Ken Rearden, Public Works Director, Hall County	20	\$1,260.00
Connie Daniels, Secretary, Hall County	100	\$1,900.00
Judy Williams, Administrative Secretary, Hall County	80	\$1,680.00
Kevin McInturff, County Engineer, Hall County	24	\$1,200.00
Jody Woodall, Road Projects Manager, Hall County	50	\$1,750.00
Shirley Overstreet, Senior Accountant, Hall County	12	\$288.00
Dee Taylor, Traffic Engineer, City of Gainesville	30	\$900.00
Rusty Ligon, Planning Director, City of Gainesville	24	\$960.00
James Riker, Planning Director, City of Flowery Branch	30	\$1,200.00
Stan Brown, City Manager, City of Oakwood	30	\$2,490.00
1.4 UPWP		
Ken Rearden, Public Works Director, Hall County	2	\$126.00
Jody Woodall, Road Projects Manager, Hall County	4	\$140.00
Dee Taylor, Traffic Engineer, City of Gainesville	4	\$120.00
James Riker, Planning Director, City of Flowery Branch	4	\$160.00
Stan Brown, City Manager, City of Oakwood	4	\$1,132.00
2.1 Community Outreach and Education		
Jody Woodall, Road Projects Manager, Hall County	100	\$3,500.00
Paul Herriott, Senior Programmer, Hall County	50	\$1,450.00
3.1 Data Collection and System Monitoring		
Mark Lane, GIS Manager, Hall County	100	\$4,500.00
Jim Budd, GIS Database Administrator, Hall County	80	\$2,400.00
4.1 Long Range Transportation Plan		
Ken Rearden, Public Works Director, Hall County	10	\$630.00
Jody Woodall, Road Projects Manager, Hall County	20	\$700.00
Dee Taylor, Traffic Engineer, City of Gainesville	15	\$450.00
James Riker, Planning Director, City of Flowery Branch	15	\$570.00
Stan Brown, City Manager, City of Oakwood	15	\$1,245.00
5.1 Transportation Improvement Program		
Ken Rearden, Public Works Director, Hall County	2	\$126.00
Jody Woodall, Road Projects Manager, Hall County	4	\$140.00
Dee Taylor, Traffic Engineer, City of Gainesville	4	\$120.00
James Riker, Planning Director, City of Flowery Branch	4	\$160.00
Stan Brown, City Manager, City of Oakwood	4	\$332.00
Total	841	\$31,629.00

FY 2013 Local In-Kind Match - Direct Costs

Work Element	Cost
1.1 Study Coordination and Operations	
Office Space (3 office rooms, common area, and utilities)	\$7,500.00
Telecommunications (3 land phone lines and 1 fax line)	\$157.00
2.1 Community Outreach and Education	
GHMPO Website (hosting and programming)	\$2,500.00
3.1 Data Collection and System Monitoring	
GIS Software (licence and maintenance for 2 workstations)	\$4,000.00
Total	\$14,157.00

FY 2013 Local In-Kind Match Summary

Salaries:	\$31,629.00
Direct Costs:	\$14,157.00
Total Local In-Kind Match:	\$45,786.00

Appendix C MAJOR WORK ACCOMPLISHMENTS IN FY 2012

- Educated the policymakers and public on the progress and funding implications of the regional transportation planning process.
- Adopted the 2040 MTP and its associated 2012-2017 TIP.
- Implemented several participation techniques listed the Public Participation Plan while developing the 2040 MTP and 2012-2017 TIP.
- Coordinated with ARC in developing the joint conformity determination report for the Atlanta region.
- Participated in a peer exchange program jointly conducted by FHWA and TRB on modeling needs of small MPOs.

Appendix D ACRONYMS

“3C”	Continuing, Cooperative and Comprehensive Planning Process
AADT	Average Annual Daily Traffic
AMPO	Association of Metropolitan Planning Organizations
APA	American Planning Association
APTA	American Public Transportation Association
ARC	Atlanta Regional Commission
ARRA	American Recovery and Reinvestment Act of 2009
CAC	Citizen Advisory Committee
CMAQ	Congestion Mitigation and Air Quality Improvement
DOT	Department of Transportation
EPA	Environmental Protection Agency
EPD	Environmental Protection Division
ERP	Economic Recovery Package
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year
GAMPO	Georgia Association of Metropolitan Planning Organizations
GDOT	Georgia Department of Transportation
GHMPO	Gainesville-Hall Metropolitan Planning Organization
GHTS	Gainesville-Hall Transportation Study
GIS	Geographic Information System
GPA	Georgia Transit Association
GTA	Georgia Transit Association
HAT	Hall Area Transit
LRTP	Long Range Transportation Plan
MPO	Metropolitan Planning Organization
MTP	Metropolitan Transportation Plan
NHI	National Highway Institute
PL	Planning Funds
RFP	Request for Proposal
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy For Users
SIP	State Implementation Plan
TAQC	Transportation and Air Quality Committee
TAZ	Traffic Analysis Zones
TCC	Technical Coordinating Committee
TDM	Transportation Demand Management
TDP	Transit Development Plan
TIP	Transportation Improvement Program
UPWP	Unified Planning Work Program
USDOT	United States Department of Transportation
UZA	Urbanized Area