



ROCHESTER-OLMSTED COUNCIL OF GOVERNMENTS



Unified
Planning
Work
Program

2027-2028

ADOPTED SEPTEMBER 2026

Rochester-Olmsted Council of Governments (ROCOG) Unified Planning Work Program

For Calendar Years
2027 - 2028

CONTACT PERSON:

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TITLE VI NOTICE TO THE PUBLIC

The Rochester Olmsted Council of Governments (ROCOG) operates its programs without regard to race, color, or national origin. If you believe you have been aggrieved by an unlawful discriminatory practice, or wish to request more information about ROCOG's obligations under Title VI of the Civil Rights Act of 1964, please contact us via telephone or email at the contact information provided above.

A Title VI complaint may also be made by calling Minnesota Department of Transportation Office of Civil Rights at 651-366-3071 or submitting an online complaint form (<https://www.dot.state.mn.us/civilrights/nondiscrimination-complaint-form.html>).

Hard copy complaint forms are available in Spanish and Somali from MnDOT upon request.

Resolution No. 2026-13



RESOLUTION APPROVING THE ROCOG 2027-2028 UNIFIED PLANNING WORK PROGRAM AND AUTHORIZING EXECUTION OF AGREEMENTS

WHEREAS, the members of the Rochester-Olmsted Council of Governments (ROCOCG) have been formally designated by their respective legislative bodies to act as official representatives in transportation planning matters; and

WHEREAS, the Rochester-Olmsted Council of Governments has established a comprehensive, cooperative, and continuing (3-C) transportation planning process to develop a unified planning work program, a long-range Metropolitan Transportation Plan, to provide technical assistance and expertise to transportation interests; and

WHEREAS, the Policy Board of the Rochester-Olmsted Council of Governments, after due consideration, hereby makes the following findings:

1. The 2027-2028 Unified Planning Work Program (UPWP) for the Rochester-Olmsted Council of Governments (ROCOCG) provides for a comprehensive transportation planning program in keeping with the policies of ROCOCG.

WHEREAS, the UPWP requires that agreements with funding agencies be entered into and that the ROCOCG Chair and Executive Director be authorized to execute said agreements;

WHEREAS, the UPWP includes an estimate of hours and costs for various tasks. During the course of work on certain tasks estimates may understate or overstate the needed level of effort, and amendments to the UPWP may be needed to better align project budgets with expenditures;

WHEREAS, in accordance with 23 CFR 450.336(a), the Rochester-Olmsted County Council of Governments hereby certifies that the metropolitan transportation planning process is addressing major issues facing the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- 23 U.S.C. 134 and 49 U.S.C. 5303, and this subpart;
- Sections 174 and 176 (c) and (d) of the Clean Air Act as amended (42 U.S.C. 7504, 7506 (c) and (d)) and 40 CFR part 93;
- Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
- Section 1101(b) of the FAST Act (Pub. L. 114-357) and 49 CFR part 26 regarding the involvement of disadvantaged business enterprises in DOT funded projects;
- 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR Parts 27, 37, and 38;
- The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
- Section 324 of title 23, U.S.C regarding the prohibition of discrimination based on gender; and
- Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR 27 regarding discrimination against individuals with disabilities.

IN CONSIDERATION OF THESE FINDINGS, IT IS HEREBY RESOLVED by the Rochester-Olmsted Council of Governments that:

The 2027-2028 Unified Planning Work Program for the Rochester-Olmsted Council of Governments is hereby approved;

The ROCOG Chair and Executive Director are authorized to enter into agreements and amendments as needed with appropriate state and federal agencies to provide funding for activities approved in the UPWP; ROCOG commits to the provision of a 20% local match to state and federal planning funds;

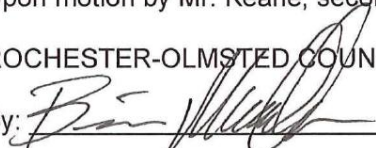
It is acknowledged that full UPWP amendments per current policy of MnDOT and FTA/FHWA will require formal action by ROCOG Policy Board; and

The Executive Director is authorized, without action by the Policy Board but with notice provided to the Board, to enter into administrative amendments to the UPWP per the policy of MnDOT and FTA/FHWA as may be necessary.

Upon motion by Mr. Keane, seconded by Mr. Cook, this 23rd day of September, 2026.

Upon motion by Mr. Keane, seconded by Mr. Cook, this 23rd day of September, 2026.

ROCHESTER-OLMSTED COUNCIL OF GOVERNMENTS

By:  Chairman

Brian Mueller, Chair ROCOG Policy Board

ATTEST: 

Dated: 9/23/26

Allison Sosa, Executive Director, ROCOG

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Appendix A: ROCOG's 2027 Time and Cost Table

Work Task Code	Work Task Name	Staff Hours	Staff Cost	Other Cost	Total Cost	Federal Share	M S
2211	UPWP	200	\$ 25,000	\$ -	\$ 25,000	\$ 19,609	\$
2212	MPO Program Administration	1600	\$ 167,452	\$ 20,000	\$ 187,452	\$ 147,030	\$
2213	State and Federal Support	400	\$ 42,000	\$ -	\$ 42,000	\$ 32,943	\$
2214	TIP, ATIP, STIP	750	\$ 75,000	\$ -	\$ 75,000	\$ 58,827	\$
MPO Program Management Totals		2950	\$ 309,452	\$ 20,000	\$ 329,452	\$ 258,409	\$
2223	Studies	950	\$ 105,000	\$ 270,000	\$ 375,000	\$ 294,135	\$
2224	MTP	0	\$ -	\$ -	\$ -	\$ -	\$
2225	Local Partnership Support	400	\$ 40,000	\$ -	\$ 40,000	\$ 31,374	\$
2226	Safe & Accessible Travel Options*	175	\$ 13,375	\$ -	\$ 13,375	\$ 13,375	\$
Planning Activities Totals		1525	\$ 158,375	\$ 270,000	\$ 428,375	\$ 338,884	\$
2231	MPO GIS Support	300	\$ 30,000	\$ -	\$ 30,000	\$ 23,531	\$
2232	Travel Demand Forecasting Model	400	\$ 40,000	\$ 100,000	\$ 140,000	\$ 109,810	\$
2233	Mapping and Engagement Materials	100	\$ 10,000	\$ -	\$ 10,000	\$ 7,844	\$
Technical Support Totals		800	\$ 80,000	\$ 100,000	\$ 180,000	\$ 141,185	\$
UPWP Programs TOTALS		5275	\$ 547,827	\$ 390,000	\$ 937,827	\$ 738,478	\$

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ROCOG Organizational Background

ROCOG is the Metropolitan Planning Organization for Olmsted County. Since its organization as a joint-powers entity in 1972, ROCOG has been responsible for facilitating a Continuing, Cooperative, and Comprehensive planning process in accordance with Federal regulations.

ROCOG Representation

Counties: Olmsted

Cities: Byron, Chatfield, Dover, Eyota, Oronoco, Pine Island, Rochester, and Stewartville

Townships: Cascade, Dover, Elmira, Eyota, Farmington, Haverhill, High Forest, Kalmar, Marion, New Haven, Orion, Oronoco, Pleasant Grove, Quincy, Rochester, Rock Dell, Salem, Viola.

ROCOG is governed by a 16-member Board and advised by a 19-member Technical Advisory Committee (TTAC). Members of ROCOG Staff include Allison Sosa, Executive Director; Jarrett Hubbard, Community Planning Manager; Karli McElroy, Principal Planner; and Matthew Tse, Principal Planner.

ROCOG POLICY BOARD – meets fourth Wednesday of each month at noon*

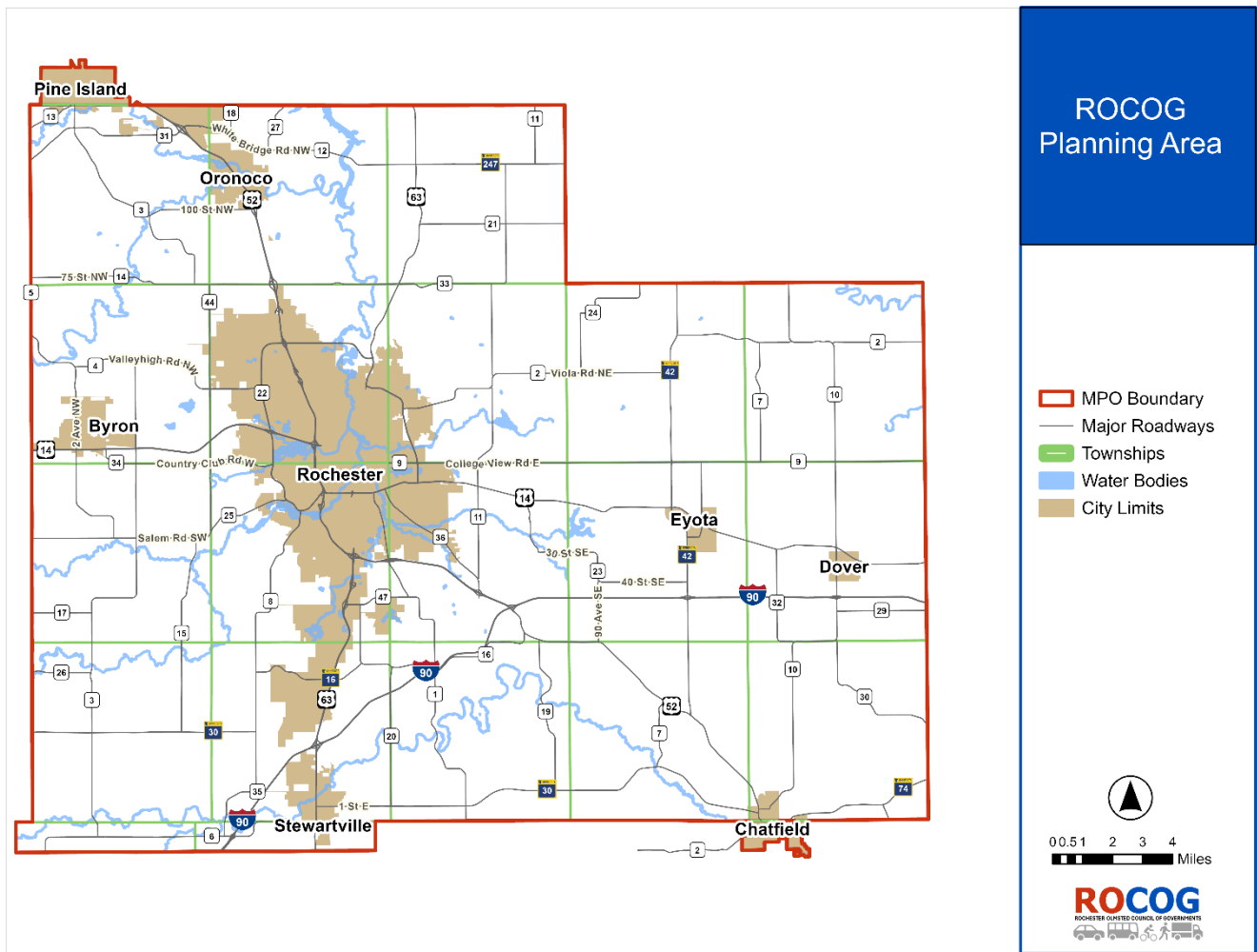
2025 Policy Board Member	Representation
City of Rochester Council Member Representative	4
City of Rochester Mayor	1
Olmsted County Board of Commissioner Representative	3
Small City Representative	3
Township Representative	2
Rochester Public School Representative	1
Community Representative	2
Total	16

ROCOG TTAC – meets second Wednesday of each month at 10am*

Local Jurisdiction	Number of Representatives
ROCOG (Olmsted County Planning Dept.)	4
MnDOT Central Office	2
MnDOT District 6	2
FHWA – Minnesota Office	1
Rochester Public Transit	1
Rochester Public Works Dept.	2
Olmsted County Public Works Dept.	2
Township Road Authorities	1
Small Cities Road Authorities	2
Rochester Community Development Dept.	1
Prairie Island Indian Community	1
Total	19

*Meeting dates and times are subject to change.

ROCOG Planning Area Map



Introduction to the Unified Planning Work Program (UPWP)

The Unified Planning Work Program (UPWP) outlines the work activities that the Rochester-Olmsted Council of Governments (ROCOG) will address as the designated Metropolitan Planning Organization (MPO) for the greater Olmsted County area.

This document was developed with input and cooperation of local governments, agencies, and public through the ROCOG Technical Committee (TTAC) and ROCOG Policy Board.

Purpose of Unified Planning Work Program Document

The purpose of this work program is to:

- Provide a description of all transportation related planning activities anticipated to be conducted by ROCOG within the MPO area in 2027 and 2028, and
- Provide detailed work activities and budget information, to allow the state to document the requirements for planning grants distributed through the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA).

Metropolitan Planning Factors

The metropolitan transportation planning process shall be continuous, cooperative, and comprehensive, and provide for consideration and implementation of projects, strategies, and services to address the following ten factors:

ECONOMIC VITALITY

Support the economic vitality of the area by enabling global competitiveness, productivity, and efficiency.

SAFETY

Increase the safety of the transportation system for motorized and non-motorized users.

SECURITY

Increase the security of the transportation system for motorized and non-motorized users.

ACCESSIBILITY & MOBILITY

Increase accessibility and mobility of people and freight.

ENVIRONMENT & COMMUNITY

Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and state and local planned growth patterns.

SYSTEM CONNECTIVITY & INTEGRATION

Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight.

EFFICIENCY

Promote efficient system management and operation.

PRESERVATION

Emphasize the preservation of the existing transportation system.

RESILIENCE & RELIABILITY

Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.

TOURISM

Enhance travel and tourism.

Executive Summary of Activities

2026 Activities

It is anticipated that the ROCOG team will facilitate nine Policy Board and TTAC meetings over the course of 2026. Major planning milestones included the completion and adoption of the Safe Streets for All Safety Action Plan (SS4A), completion and adoption of the Existing Functional Classification Map Update, and initiation of work and a consultant contract on the Olmsted County Northwest Expansion and Transportation Study (NEXT) – anticipated adoption in March 2027. Through collaboration with multiple partners across the county and state, ROCOG facilitated the adoption of five TIP amendments, adopted Federal Performance Measures relating to Safety and Transit Safety, allocated 2030 Surface Transportation Block Grant (STBG) funds and 2029 & 2030 Carbon Reduction Program (CRP) funds, coordinated with Olmsted County Parks and Trails on a County-wide Trail Plan, and spent significant time on Phase I of the ROCOG Area Base Year Travel Demand Model update.

ROCOG is on track to facilitate one amendment of the 2026 UPWP and Budget in August, adopt the 2027-2030 Transportation Improvement Program in September, and completed the triannual Title VI and Public Involvement Plan in December.

2027 Activities

The primary work activities for 2027 include:

- Development and adoption of the 2028 Unified Planning Work Program (UPWP)
- Development and adoption of the 2028-2031 Transportation Improvement Program (TIP)
- Adoption of the Northwest Expansion and Transportation Study (NEXT)
- Development and adoption of the Future Functional Classification Map Update
- Development and adoption of a new, County-wide Travel Demand Model (TDM)
- Calibrate the Travel Demand Model for 2055, for the next Metropolitan Transportation Plan (MTP)
- Identify and adopt a process for future, off-year, TDM updates.
- Development of a scope of work for the Southwest Rochester Township East/West Corridor Study (Willow Creek Phase II)
- Continued collaboration with local, state, and federal agencies
- Continued support of GIS geodatabase maintenance

Program Activities

This chapter is organized into three categories:

- 100 – MPO Program Management
- 200 – Planning Activities
- 300 – Technical Support

Each Category includes an overall objective, project description, staff hours and budget.

Category 100 - MPO Program Management

Funding Split for Category 100 - MPO Program Management

Funding Source	2027
Federal Consolidated Planning Grant Funds	\$258,409
State Consolidated Planning Grant Funds	\$25,762
Local Funds	\$45,279
Total	\$329,450

2027 Staff Hours – 2950

2028 Staff Hours – Similar to 2027

Other Costs - \$20,000 (Travel/Training/Software)

Objective

MPO program management includes various program and budget management activities required for compliance with federal and state guidelines related to the use of CPG and State Planning Grant funding.

Unified Planning Work Program (2211) (200 Staff Hours / \$25,000)

UPWP activities include the preparation of the annual work plan in consultation with MNDOT, FTA, FHWA, ROCOG Technical Committee, and ROCOG Policy Board. Quarterly reports and invoices are prepared, and accounting maintained.

- Preparation of 2028-2029 UPWP for adoption in September 2027

- Process UPWP 2027 amendments as necessary
- Prepare budgets and quarterly process reports
- Secure approval of annual funding agreements

2028 Activities: Similar to 2027

MPO Program Administration (2212) (1600 Staff Hours / \$167,452) (\$20,000)

MPO Administration activities include coordinating and facilitating meetings with the Policy Board, Technical Committee, and local stakeholders. In addition, MPO Administration includes, website development and maintenance, MPO related meeting attendance, as well as expenses relating to staff travel, training, paid time off, sick time, and other state or federally allowed leave of absence.

- Coordination of monthly ROCOG Technical Board Meetings and Policy Board Meetings
- Presentation and attendance at local stakeholder meetings
- Attendance at weekly staff meetings and one on one meetings
- Attendance at MPO Director Meetings, conferences, trainings, and other professional development activities
- Travel and Training expenses for ROCOG staff to attend MPO related meetings, conferences, and training opportunities
- Website redesign and maintenance
- MPO related software subscriptions and association memberships

2028 Activities: Similar to 2027

State and Federal Support (2213) (400 Staff Hours / \$42,000)

Activities include coordination with federal and state partners to ensure that policy and reporting needs identified at the federal, state, and regional levels are met.

- Assist MnDOT District 6 and MnDOT Central Office in statewide and regional planning efforts, including attendance at monthly meetings and annual conferences
- Coordinate with Federal and State Activities related to IIJA, BUILD America 250 Act
- Review Federal Performance Planning measures in cooperation with MnDOT, Rochester Public Transit, and FHWA/FTA
- Annual Safe Streets and Roads for All (SS4A) Progress Report
- Coordination with MNDOT to update MNDOT's Human Services Coordination Plan
- Coordination with MNDOT to update the MNDOT Statewide Multimodal Transportation Plan

2028 Activities: Similar to 2027

TIP, ATIP, STIP (2214) (750 Staff Hours / \$75,000)

The Transportation Improvement Program (TIP) is a federally mandated annual document identifying the transportation project schedule for federal funding in the MPO area over a four-year timeframe.

- Preparation of the 2028-2031 TIP, including collaboration with city, county, and state partners for program consistency and accessibility for all users – approval September 2027
- Process amendments to the 2027-2030 TIP
- Coordinate with District 6 Area Transportation Partnership (ATP-6) in TIP/STIP related matters
- Conduct the MPO federal project selection process to select projects for Carbon Reduction Funding and 2030 Surface Transportation Block Grant funding
- Participate in discussions related to National Highway System performance and adoption of updated federal performance measures and targets

2028 Activities: Similar to 2027

Category 200 - Planning Activities

Funding Split for Category 200 – Planning Activities

Funding Source	2027
Federal Consolidated Planning Grant Funds	\$338,884
State Consolidated Planning Grant Funds	\$32,452
Local Funds	\$57,039
Total	\$428,375

2027 Staff Hours – 1525

2028 Staff Hours – Similar to 2027

Other 2027 Costs - \$270,000 (Consultant)

Objective

ROCOG Planning Activities include time dedicated to studies and development needs within the MPO area. The 2050 Metropolitan Transportation Plan identified a list of specific transportation study areas for the ROCOG planning and technical team to consider on an annual basis. The Planning team anticipates

completing one to two planning studies a year, with projects determined by the ROCOG Policy Board as part of the annual Unified Planning Work Program.

Studies (2223) (950 Staff Hours / \$105,000) (\$270,000 Consultant Fee)

ROCOG will facilitate and support several studies in 2026, including: the Northwest Olmsted County Transportation and Land Use Plan, a Future Functional Class and Access Management Study, and a Regional Trail Plan study.

Northwest Expansion and Transportation Study (NEXT) (150 staff hours) (\$50,000 consultant fees)

The NEXT Study is a planning effort focused on how transportation infrastructure should be built and managed as northwest Olmsted County grows over the coming decades. The study will examine key road corridors including CSAH 44, US 63, 14th Street NW, 19th Street NW, and County Road 112. Recommendations will address future roadway access, transportation investments, and how growth may affect the transportation network over time.

Start Date/Completion Date: This work began in July 2026 and will continue through March 2027 with adoption anticipated in Quarter two 2027.

Total 2027 Cost: \$68,500 (\$50,000 consultant fees + \$20,000 staff fees)

Future Functional Classification System Update (550 staff hours) (\$220,000 consultant fees)

This study will assess how existing and planned roadways should be classified—such as arterials, collectors, and local streets—based on anticipated growth and transportation needs. It will examine access management strategies to guide the placement and design of driveways, intersections, and access points. The goal is to improve safety, reduce congestion, and support coordinated land use and transportation planning. Findings will inform future updates to the regional transportation plan, local comprehensive plans, and corridor studies.

Start Date/Completion Date: This work will begin quarter three 2026 with initial analysis of the existing ROCOG documents and scope of work determination. Quarter four 2026 will include drafting the request for proposal and consultant selection. It is anticipated that a consultant will start in Quarter one 2027, and project completion by end of 2027.

Total 2027 Cost: \$282,000 (\$220,000 consultant fees + \$62,000 staff fees)

SW Rochester Township East/West Corridor Study (\$23,000 staff fees)

This study will evaluate the long-term need for an east west transportation corridor near southwest Rochester and adjacent portions of Olmsted County. The study will confirm the purpose and need for a future corridor, evaluate alignment alternatives, establish roadway function and design

expectations, and facilitate discussions regarding future jurisdictional ownership and implementation. The study will build on previous planning efforts, including the Willow Creek Study and the ROCOG 2050 MTP.

Start Date/Completion Date: This work will begin quarter three 2027 with initial analysis of the existing ROCOG documents and scope of work determination. Quarter four 2027 will include drafting the request for proposal and consultant selection. It is anticipated that a consultant will start in Quarter one 2028, and project completion by end of 2028.

Total 2027 Cost: \$23,000 staff fees

Anticipated 2028 Cost: \$282,000 (\$220,000 consultant fees + \$62,000 staff fees)

2028 Activities: 2028 activities include the SW Rochester Township East/West Corridor Study as noted above, as well as the start of a second ROCOG lead study that will begin scope of work and consultant selection in 2028, followed by a consultant contract in Q1 2029.

In mid-2027, a priority study area will be determined by the ROCOG TTAC for inclusion in the 2028-2029 UPWP. At this time, the agreed upon priority project is a Stewartville Comprehensive Transportation study.

Metropolitan Transportation Plan (2224) (0 Staff Hours)

No activities identified in 2027. However, many projects located in the 2027 UPWP will have impacts on the 2055 MTP – including the Future Functional Classification Map Update, Travel Demand Model calibration, and the Olmsted County Trails Plan.

2028 Activities: Initial work activities for the 2055 MTP will be included in the 2028 UPWP.

Local Partnership Support (2225) (400 Staff Hours / \$40,000)

Activities include coordination with local city and county partners to facilitate development, trails, and economic development.

- Partnership in Local Planning Studies as the needs arise
- Provide ROCOG support and education at local city boards and commissions
- Participate in Southern Minnesota Association of Regional Trail advocates (SMART)
- Support a variety of small city priorities
- Analyze and draft letters of support for grant funding opportunities
- Support local partner agencies during traffic impact studies

2028 Activities: Similar to 2027

Safe and Accessible Travel Options (2226) (175 Staff Hours / \$13,375)

Activities that “ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclist, public transportation users, children, older individuals, individuals with disabilities, motorists and freight vehicles.” (IIJA - 2.5% of FHWA CPG funds). This work will be funded at a 100% federal cost share.

- Staff and/or consultant time dedicated to the multi-modal aspect of the new ROCOG Travel Demand Model.
- Staff time contributed to multi-modal elements of the NEXT Study.
- Staff time contributed to the Olmsted County Trails Plan.

2028 Activities: Similar to 2027

Category 300 – Technical Support

Funding Split for Category 300 – Technical Support

Funding Source	2027
Federal Consolidated Planning Grant Funds	\$141,185
State Consolidated Planning Grant Funds	\$14,076
Local Funds	\$24,739
Total	\$180,000

2027 Staff Hours – 800

2028 Staff Hours – Similar to 2027

Other: \$100,000 (Consultant)

Objective

ROCOG utilizes a Geographic Information System (GIS) database for information on land use, transportation infrastructure, current/future travel data, and public engagement, and a Travel Demand Model (TDM) to forecast how and where people will travel.

MPO GIS Support (2231) (300 Staff Hours / \$30,000)

Activities include staff support for a GIS database linking key land use and transportation data to provide relevant transportation information for analysis.

- Ongoing maintenance of the address points, parcel information, street centerline, and street intersection GIS features, which change weekly due to new development in the MPO area
- Training, support, and use of ArcPro software
- Use of ESRI's ArcGIS Online web-based platforms for delivering maps and transportation related information to the public for comment

2028 Activities: In 2028, we anticipate an increase in funds to this budget line to \$60,000 for the development of a single Arc GIS Roads and Highway Network management system. Following this 2028 project, we anticipate reducing the GIS budget back to \$30,000 for the regular day to day GIS Support work.

Travel Demand Forecasting Model (2232) (400 Staff Hours / \$40,000) (\$100,000)

Activities include completing the second phase of ROCOG's Travel Demand Model. In 2026, ROCOG, working with MnDOT and SRF Consulting, finished a base-year travel demand model for the entire ROCOG area. In 2027, a separate contract will build on that work to complete the County-wide Travel Demand Model project.

- Staff oversight and consultant coordination for the second phase of the new ROCOG Travel Demand Model
 - Economic data forecasting for entire ROCOG area.
 - Creation of greenhouse gas analysis and multimodal model elements.
 - Calibration for the 2055 MTP.
 - Identification and recommendation of a repeatable calibration process for large scale five-year MTP updates
 - Identification and recommendation for annual project updates
- Staff analysis on current agency expectations and use of the Travel Demand Model.
- Staff analysis and identification of an internal TDM update policy for updates outside the 5-year MTP period

2028 Activities: Anticipate an overall reduction, but with the inclusion of some funds to annually update the TDM as needed. Amount of funds will be contingent on outcome of the Phase II Travel Demand Model and other 2028 ROCOG priorities.

Mapping and Engagement Materials (2233) (100 Staff Hours / \$10,000)

Activities include general mapping, story mapping, and engagement materials to help the public understand ROCOG related projects and studies, such as the Transportation Improvement Program, and the Future Functional Class Map Update. The ROCOG team will also utilize ESRI's ArcGIS Online web-based platforms for delivering maps and transportation related information for public comment.

2028 Activities: Similar to 2027

Appendix A: ROCOG's 2027 Time and Cost Table

Work Task		Staff				Federal	MnDOT	Local Match	Local Match
Code	Work Task Name	Hours	Staff Cost	Other Cost	Total Cost	Share	Share	– Federal \$\$	– State \$\$
2211	UPWP	200	\$ 25,000	\$ -	\$ 25,000	\$ 19,609	\$ 1,955	\$ 2,947	\$ 489
2212	MPO Program Administration	1600	\$ 167,452	\$ 20,000	\$ 187,452	\$ 147,030	\$ 14,658	\$ 22,099	\$ 3,665
2213	State and Federal Support	400	\$ 42,000	\$ -	\$ 42,000	\$ 32,943	\$ 3,284	\$ 4,951	\$ 821
2214	TIP, ATIP, STIP	750	\$ 75,000	\$ -	\$ 75,000	\$ 58,827	\$ 5,865	\$ 8,841	\$ 1,466
MPO Program Management Totals		2950	\$ 309,452	\$ 20,000	\$ 329,452	\$ 258,409	\$ 25,762	\$ 38,838	\$ 6,441
2223	Studies	950	\$ 105,000	\$ 270,000	\$ 375,000	\$ 294,135	\$ 29,324	\$ 44,210	\$ 7,331
2224	MTP	0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2225	Local Partnership Support	400	\$ 40,000	\$ -	\$ 40,000	\$ 31,374	\$ 3,128	\$ 4,716	\$ 782
2226	Safe & Accessible Travel Options*	175	\$ 13,375	\$ -	\$ 13,375	\$ 13,375	\$ -	\$ -	\$ -
Planning Activities Totals		1525	\$ 158,375	\$ 270,000	\$ 428,375	\$ 338,884	\$ 32,452	\$ 48,926	\$ 8,113
2231	MPO GIS Support	300	\$ 30,000	\$ -	\$ 30,000	\$ 23,531	\$ 2,346	\$ 3,537	\$ 586
2232	Travel Demand Forecasting Model	400	\$ 40,000	\$ 100,000	\$ 140,000	\$ 109,810	\$ 10,948	\$ 16,505	\$ 2,737
2233	Mapping and Engagement Materials	100	\$ 10,000	\$ -	\$ 10,000	\$ 7,844	\$ 782	\$ 1,179	\$ 195
Technical Support Totals		800	\$ 80,000	\$ 100,000	\$ 180,000	\$ 141,185	\$ 14,076	\$ 21,221	\$ 3,518
UPWP Programs TOTALS		5275	\$ 547,827	\$ 390,000	\$ 937,827	\$ 738,478	\$ 72,290	\$ 108,985	\$ 18,072

*Footnote: Federal Funds for Task 2226 represent the required 2.5% FHWA set-aside for Complete Street activities at 100% Federal; no local match.

Appendix B: Funding Source

Funding Type	Amount
Federal Highway Administration (CPG) Non-SATO	\$ 521,614
Federal Highway Administration (CPG) SATO	\$ 13,375
Federal Transit Administration (CPG)	\$ 203,490
Minnesota State	\$ 72,290
Local	\$ 127,058
TOTAL	\$ 937,827

Appendix C: Unified Planning Work Program Checklist

Regulatory Citation (23 CFR, except when noted otherwise)	Key Item	Review Guidance / Description	Included in UPWP?	If yes, which page(s)?	Comments
420.111	COVER PAGE	INCLUDE MPO NAME	YES	COVER	
		INCLUDE CALENDAR YEARS COVERED BY THE UPWP	YES	COVER	
450.308(c)	TITLE PAGE	INCLUDE MPO NAME	YES	TITLE	
		INCLUDE CALENDAR YEARS COVERED BY THE UPWP	YES	TITLE	
		IDENTIFY MPO CONTACT PERSON, INCLUDING NAME, PHONE NUMBER AND EMAIL ADDRESS	YES	TITLE	
		IDENTIFY THE AGENCIES PROVIDING FUNDS FOR THE UPWP; OPTION TO INCLUDE AGENCY LOGOS FOR EASIER IDENTIFICATION	YES	TITLE	
		INCLUDE A USDOT DISCLAIMER NOTING THAT THE DOCUMENT WAS PREPARED WITH FEDERAL FUNDS BUT DOES NOT REFLECT THE VIEWS OR POLICIES OF THE UNITED STATES DEPARTMENT OF TRANSPORTATION	YES	TITLE	
BEST PRACTICE	INTRODUCTION	INCLUDE A TABLE OF CONTENTS	YES	P. 5	
		INCLUDE A FULLY EXECUTED MPO RESOLUTION APPROVING THE UPWP	YES	P.3	
		INCLUDE A FULLY EXECUTED FEDERAL SELF-CERTIFICATION DOCUMENT	YES	P.4	
BEST PRACTICE	MAP	INCLUDE A MAP SHOWING MPO URBANIZED BOUNDARY AND THE PLANNING AREA BOUNDARY	YES	P. 7	
BEST PRACTICE	STAFF	LIST PRIMARY MPO STAFF BY NAME AND TITLE	YES	P. 6	
BEST PRACTICE	MPO MEMBERSHIP	LIST OF ALL POLICY BOARD MEMBERS, INCLUDING NAMES AND AFFILIATIONS	YES	P. 6	AFFILIATIONS ONLY
		LIST OF ALL TECHNICAL ADVISORY MEMBERS, INCLUDING NAMES AND AFFILIATIONS	YES	P.6	AFFILIATIONS ONLY
		LIST OF ALL TECHNICAL COMMITTEE(S) MEMBERS, INCLUDING NAMES AND AFFILIATIONS (I.E., BICYCLE AND PEDESTRIAN OR HARBOR COMMITTEES)	NO		
450.308(b)	PREVIOUS YEAR'S ACCOMPLISHMENTS	SUMMARIZE THE MPO'S PREVIOUS YEAR'S ACCOMPLISHMENTS. THIS MAY INCLUDE MAJOR STUDIES COMPLETED, NUMBER OF	YES	P. 10	

Regulatory Citation (23 CFR, except when noted otherwise)	Key Item	Review Guidance / Description		Included in UPWP?	If yes, which page(s)?	Comments
		TIP/MTP AMENDMENTS, TITLE VI, ETC.				
BEST PRACTICE	MEETINGS	LIST ALL PROPOSED POLICY BOARD MEETING DATES		YES	P. 6	
		LIST ALL PROPOSED TECHNICAL ADVISORY COMMITTEE AND ALL TECHNICAL COMMITTEE MEETING DATES		YES	P. 6	
		INCLUDE A NOTE THAT MEETING DATES ARE SUBJECT TO CHANGE		YES	P. 6	
450.308(c)	FEDERAL PLANNING FACTORS	DISCUSS THE PLANNING PRIORITIES FOR THE MPO AND THE TEN FEDERAL PLANNING FACTORS		YES	P. 8-9	
450.308(c); 420.111(b)(1)	FUNDING	INCLUDE A SUMMARY BUDGET TABLE WHICH IDENTIFIES PARTICIPATING AGENCIES WITH RESPECTIVE FUNDING COMMITMENTS BY TASK WITH LINE AND COLUMN TOTALS		YES	P. 19	
		INCLUDE A FUNDING SOURCE TABLE WHICH LISTS CURRENT FUNDING BY PROGRAM SOURCE FOR EACH TASK WITH TOTALS		YES	P. 19	
		INCLUDE A FUNDING SUMMARY TABLE THAT SHOWS: FEDERAL SHARE BY TYPE OF FUND, MATCHING RATE BY TYPE OF FUND, STATE AND/OR LOCAL MATCHING SHARE, AND OTHER STATE AND LOCAL FUNDS		YES	P. 19-20	
420.113	ELIGIBLE EXPENSES	INCLUDE A COST ALLOCATION PLAN (CAP) OR LINK TO MPO'S COST ALLOCATION PLAN		YES	P.11-18	
		ENSURE ALL COSTS ARE ELIGIBLE UNDER THE METROPOLITAN PLANNING FUNDS		YES	DRAFT REVIEWED BY MNDOT & FHWA	
450.308(c); 450.308(c); 420.111(b)(1)	WORK PLAN ELEMENTS	TASK IDENTIFICATION	INCLUDE TASK NUMBER AND TITLE	YES	P.11-18	
		PURPOSE	DISCUSS THE PURPOSE OF THE WORK ELEMENT AND/OR INDIVIDUAL WORK ITEM/ACTIVITY WITH AT LEAST TWO OBJECTIVES	YES		
		DESCRIPTION	INCLUDE A BRIEF DESCRIPTION OF EACH INDIVIDUAL WORK ITEM/ACTIVITY IN SUFFICIENT DETAIL TO INDICATE WHO (E.G., MPO, STATE, PUBLIC TRANSPORTATION OPERATOR, LOCAL GOVERNMENT, OR CONSULTANT) WILL PERFORM THE WORK	YES		
		FINAL	IDENTIFY IN SUFFICIENT	YES		

Regulatory Citation (23 CFR, except when noted otherwise)	Key Item	Review Guidance / Description		Included in UPWP?	If yes, which page(s)?	Comments
		PRODUCT(S)	DETAIL THE RESULTING PRODUCTS			
		HOURS	ESTIMATE THE NUMBER OF HOURS FOR WORK ACTIVITIES	YES		
		SCHEDULE	INCLUDE IN SUFFICIENT DETAIL THE SCHEDULE FOR COMPLETING THE WORK (I.E., ESTIMATED MILESTONE OR BENCHMARK DATES AS WELL AS END DATES)	YES	P. 11-18	
		FUNDING	IN SUFFICIENT DETAIL ESTIMATE THE PROPOSED FUNDING BY MAJOR ACTIVITY AND TASK IN SUFFICIENT DETAIL TO INDICATE A SUMMARY OF THE TOTAL AMOUNTS AND SOURCES OF FEDERAL AND MATCHING FUNDS A DESCRIPTION OF WORK TO BE ACCOMPLISHED AND COST ESTIMATES BY ACTIVITY OR TASK	YES	P. 11-18	
		COMPLETION DATE	IDENTIFY THE ANTICIPATED COMPLETION DATE OR NOTE IF ONGOING ACTIVITY; IDENTIFY PREVIOUS WORK IF TASK IS A CONTINUING ITEM	YES	P. 11-18	
450.316	PUBLIC PARTICIPATION	ENSURE WORK PROGRAM FOLLOWS MPO's PUBLIC PARTICIPATION PLAN		YES		
		ENSURE WORK PROGRAM ELEMENTS INCLUDE PUBLIC PARTICIPATION COMPONENTS THAT ARE COMPLIANT WITH 23 CFR 450.316		YES		
		ENSURE DOCUMENT IS PUBLICLY ACCESSIBLE		YES	WILL BE PUBLISHED ON ROCOG WEBSITE	
TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, 42 U.S.C. 2000D ET SEQ.	TITLE VI	ENSURE WORK PROGRAM INCLUDES TITLE VI REQUIREMENTS		YES		
EXECUTIVE	LANGUAGE	ENSURE DOCUMENT COMPLIES WITH		YES		

Regulatory Citation (23 CFR, except when noted otherwise)	Key Item	Review Guidance / Description	Included in UPWP?	If yes, which page(s)?	Comments
ORDER 13166	ACCESS PLAN	LIMITED ENGLISH PROFICIENCY REQUIREMENTS			
AMERICANS WITH DISABILITIES ACT TITLE II	ADA COMPLIANCE	ENSURE DOCUMENT IS ACCESSIBLE	YES		
IIJA – NEW RULING	2.5% SAFE & ACCESSIBLE FUND SET-ASIDE	IDENTIFY SAFE & ACCESSIBLE TRANSPORTATION OPTION SET-ASIDE ACTIVITIES. THIS NEEDS TO ACCOUNT FOR A MINIMUM OF 2.5% OF THE MPO FHWA FUNDS	YES	P. 16	