

Fiscal Year 2024 Unified Planning Work Program (UPWP)

July 1, 2023 – June 30, 2024



CORVALLIS AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO)

Adopted April 19, 2023

The development of this document and the implementation of tasks outlined in this document are made possible through the US Department of Transportation (US DOT) funds, under the Federal Highway Administration's Public Law (PL) and Federal Transit Administration's Section 5303. The required matching dollars for PL fund is provided by the Oregon Department of Transportation (ODOT) and the matching fund for the transit fund is provided in the form of In-Kind Match by the City of Corvallis Transit System (CTS) and Benton County's Special Transportation Fund (STF).

RESOLUTION No. 23-01

**FOR THE PURPOSE OF APPROVING THE FY 2024 CORVALLIS AREA METROPOLITAN
PLANNING ORGANIZATION'S
UNIFIED PLANNING WORK PROGRAM (UPWP)**

WHEREAS, the Governor of the State of Oregon, pursuant to USC 23 §123 & 450, has designated representatives of the cities of Corvallis, Philomath and Adair Village, Benton County, and, the Oregon Department of Transportation (ODOT) as the Corvallis Area Metropolitan Planning Organization to carry out the requirements of the Metropolitan Transportation Planning Process; and

WHEREAS, among the major requirements of the Metropolitan Transportation Planning Process is the development of an annual Unified Planning Work Program that delineates the MPO's planning and programming activities and its associated working budget over a fiscal year; and

WHEREAS, the Corvallis Metropolitan Planning Organization has developed a Unified Planning Work Program for FY 2024, in coordination with local governments, the US DOT and ODOT and in compliance with all applicable federal and state requirements; and

WHEREAS, the City of Corvallis and Benton County have agreed to provide 'in-kind' local match for the Federal Transit Administration's Section 5303 Funds that are applied by the MPO to partially cover the cost of its transportation planning activities in FY 2024;

NOW, THEREFORE, BE IT RESOLVED, that the Policy Board of the Corvallis Area MPO approves the FY 2024 Corvallis Area Unified Planning Work Program and its associated budget.

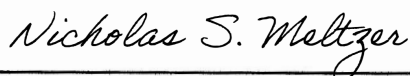
Dated on this 19 Day of April, 2023

APPROVED:



Matt Lehman, Chair
Corvallis Area MPO

ATTESTED:



Nick Meltzer, Manager
Corvallis Area MPO

ABOUT THE CORVALLIS AREA METROPOLITAN PLANNING ORGANIZATION

Policy Board

Vacant	City of Adair Village
Councilor Jan Napack (Vice-Chair)	City of Corvallis
Councilor Matt Lehman (Chair)	City of Philomath
Commissioner Patrick Malone	Benton County
Savanah Crawford	Oregon Department of Transportation

Technical Advisory Committee (TAC)

Pat Hare	City of Adair Village
Rory Rowan	City of Corvallis
Chris Workman	City of Philomath
Gary Stockhoff	Benton County
James Feldmann (Chair)	Oregon Department of Transportation
Rebecca Houghtaling	Oregon State University
Barry Hoffman	Linn-Benton Loop Transit

TAC Ex-Officio Members

Jasmine Harris	Federal Highway Administration (FHWA), Oregon Division
Ned Conroy	Federal Transit Administration (FTA), Region X
Mark Bernard	Oregon Department of Transportation
Mary Camarata	Department of Environmental Quality (DEQ)
Patrick Wingard	Oregon Department of Land Conservation and Development (DLCD) Oregon
Vacant	Oregon Department of State Lands (DSL)

CAMPO Staff

Nicholas Meltzer	Transportation Manager
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SECTION I: INTRODUCTION

What is a Metropolitan Planning Organization (MPO)?

A Metropolitan Planning Organization (MPO) is an organization of local governments designated per 23 USC and 23 CFR 450 to provide transportation planning and programming in areas with a collective population of 50,000 or over, termed as an Urbanized Area. As a condition for receiving federal transportation dollars, MPOs must have a *continuing, cooperative and comprehensive* transportation planning process in cooperation with their state Department of Transportation. The MPOs are responsible for development of a Regional Transportation Plan (RTP), development of a Metropolitan Transportation Improvement Program (MTIP) and development of a Unified Planning Work Program (UPWP).

What is the Corvallis Area Metropolitan Planning Organization?

The Corvallis Area Metropolitan Planning Organization (CAMPO) serves as the Metropolitan Planning Organization (MPO) for the Corvallis Urbanized Area, as designated by the Oregon Governor in December 2002. This region includes the Cities of Corvallis, Philomath, Adair Village, and parts of Benton County.

CAMPO is governed by a five-member Policy Board consisting of representatives of the cities of Corvallis, Philomath and Adair Village, Benton County and the Oregon Department of Transportation. CAMPO’s Technical Advisory Committee (TAC) is made up of professional staff of the above entities, an ODOT Transportation Planner, a representative from Oregon State University, and a representative from the Albany Transit System. The representatives of relevant federal and other state agencies have ex-officio status on the TAC. The TAC reviews technical materials and provides recommendations to the Policy Board.

The Oregon Cascades West Council of Governments, under a contract with the Policy Board, provides administrative services and staffing to CAMPO.

The City of Corvallis is the owner of the Corvallis Transit System and their representation on the MPO Policy Board also represents the interests of the transit system.

What is the Purpose of this Document?

In accordance with 23 CFR 450.308, the functions and responsibilities of CAMPO include development of a Regional Transportation Plan (RTP), development of a Metropolitan Transportation Improvement Program (MTIP) and development of a Unified Planning Work Program (UPWP), as noted above. In addition, the MPO produces an annual list of obligated projects and a Public Participation Plan (PPP). CAMPO must also demonstrate compliance with Title VI and other non-discrimination requirements. The Fiscal Year 2024 UPWP demonstrates how CAMPO will fulfill these requirements between July 1, 2023 and June 30, 2024.

It should be noted that the levels of efforts and dollar amounts allocated to each activity in this document represent the best estimates at this time and may change with the consent of all parties involved.

SECTION II: WORK PROGRAM OVERVIEW

Funding Sources and Match Documentation

Funding from the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and the Oregon Department of Transportation (ODOT) supports the CAMPO planning program. The Infrastructure, Investment, and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Bill (BIL), currently provides funding authorization for the nation's surface transportation. A provision of the Transportation Act, referred to as PL Funding, provides transportation planning dollars to support MPOs across the country and acts as the majority of CAMPO's annual budget. Additional CAMPO support comes from FTA 5303 planning funds.

FHWA apportions funds to ODOT and ODOT allocates funds to MPOs using a formula developed cooperatively by ODOT and MPOs, and approved by FHWA. The budget assumptions in this document are according to the most recent allocation of PL and 5303 Funds to each MPO. The expenditure assumptions of the budget are based on the best estimates and the latest information available at the time of developing the document.

ODOT State Planning and Research (SPR) or Oregon Transportation Growth Management (TGM) funds often provide support for other specific planning tasks not yet funded or in process at the time of UPWP development. Additionally, CAMPO applies for other federal and state grant opportunities that are applicable and of interest to the region.

Amendments

Amendments to the UPWP to add or remove funds from the UPWP budget, move funds from one task to another, to add new tasks, or to alter portions of a task are allowed. MPO staff process these amendments on as-needed basis and decide the level of engagement needed by the Technical Advisory Committee and/or Policy Board.

Larger changes to the UPWP may necessitate Policy Board approval of an updated UPWP as well as amendments to the Metropolitan Transportation Improvement Program (MTIP) and Statewide Transportation Improvement Program (STIP). For example, a MTIP/STIP amendment may be needed to update the amount of planning funds the MPO receives under the MPO's annual work plan project, an additional amendment may then be needed to allocate those new funds to a specific project included in the MTIP/STIP. Depending on the amount of funds and degree of change, proposed amendments to the UPWP, STIP, and MTIP may require public comment periods as directed by the CAMPO Policy Board. CAMPO's MTIP revision policy is posted on the CAMPO website, under the Transportation Improvement Program tab: <https://corvallisareampo.org/planning-programming/tip/>

Engagement and Process

It is a goal of CAMPO to gain the maximum possible public input into its transportation planning and programming activities. To this end the agency has developed and formally adopted a **Public Participation Plan** that outlines strategies and efforts that are conducted in association with the tasks in the Work Program. A copy of the CAMPO's Public Participation Plan is posted at the CAMPO's Website:

<https://corvallisareampo.org/planning-programming/public-involvement/>

For the development of the UPWP, CAMPO engages stakeholders and the public by:

- Emailing stakeholders and interested parties regarding draft UPWP discussion and opportunity for public comment via email or during regularly scheduled CAMPO meetings
- Holding a 14-day comment period (April 5 to April 19, 2023) prior to a decision by the Policy Board to adopt the UPWP

- Providing public comment opportunities at all Policy Board and TAC meetings
- Providing notifications regarding the UPWP public comment period on the CAMPO website, along with agendas and minutes for all Policy Board and TAC meetings

Federal Performance Based Planning Requirements

As a federally designated Metropolitan Planning Organization, CAMPO is required to develop and adopt performance targets for Safety, Pavement Condition, Bridge Condition, National Highway System (NHS) Performance, and Freight Movement/Reliability. Neither of the Congestion Mitigation and Air Quality (CMAQ) measures apply as the Corvallis region is in attainment.

There are no portions of Interstate within the Corvallis Area Metropolitan Planning Organization’s planning area, and all portions of the National Highway System (NHS) within the planning area are owned and maintained by the Oregon Department of Transportation. This fact, coupled with the limited staff capacity of a small MPO, led CAMPO to adopt the state targets for Safety, Pavement/Bridge Condition, NHS Performance and Freight Reliability. While CAMPO does not have direct jurisdiction over any infrastructure, the Safety and Transit performance measures apply to all public roads.

Safety

The CAMPO region experienced multiple bicycle and pedestrian fatalities over the previous five years. In an effort to help understand the travel patterns of people that walk and bike for transportation, CAMPO initiated a multi-modal count program. The count program is now an ongoing part of the CAMPO work program and will extend into future fiscal years. Research shows people who walk and bike are more likely to be seriously or fatally injured than people in motor vehicles. As such, one of the first steps in preventing serious injuries and fatalities is understanding where they are happening and how that correlates with overall travel patterns. The Oregon Department of Transportation provides widespread counts for motor vehicles, the CAMPO count program extends this to people walking and riding bikes.

The City of Corvallis adopted a Vision Zero resolution during the summer of 2020. It is the goal of CAMPO to provide information, education and resources to help address safety for residents, regardless of the mode of transportation they choose.

Transit

CAMPO staff led the development of the Public Transit Agency Safety Plan (PTASP) for the Corvallis Transit System (CTS), as well as the Philomath Connection, which is operated by CTS. This means CAMPO is familiar with the transit performance measures and has incorporated the annual update to the document into this work plan.

Summary

The following table provides a summary of ODOT and CAMPO’s adopted performance measures.

Staff are awaiting an update on federal measures by ODOT prior to re-adopting locally.

Performance Measure Adherence	Current Status	Next Update
Transportation Safety	Supported ODOT’s Measures, January 2018	2022*
Bridge and Pavement	Supported ODOT’s Measures, November 2018	2022*
Transportation System	Supported ODOT’s Measures, November 2018	2022*
Transit Performance Measures	PTASP adopted Dec. 2020; updated March 2022	September 2023

*Next update refers to mid performance period review and update of statewide measures.

SECTION III: CAMPO FY23 ACCOMPLISHMENTS

During the first half of FY2023 staff conducted routine administrative activities such as coordinating monthly meetings, meeting performance measure requirements from ODOT, and attending quarterly meetings with state partners. Transit planning activities included staffing and attending meetings for the Linn-Benton Loop Technical Advisory Committee and Governing Board and providing assistance to the Corvallis Transit System (CTS) as needed.

During the first six months of the FY2023 planning period CAMPO spent time preparing for the development of the FY2024-2027 Metropolitan Transportation Improvement Program (MTIP). CAMPO held a request for project proposals for the use of Surface Transportation Block Grant (STBG) during September and October 2022.

Work on the count program, partnering with local members, and increasing our knowledge on diversity, equity and inclusion topics continued throughout the year. CAMPO is providing in-kind match for both a Corvallis Bikeshare Study, and an e-bike Pilot Program, which is a partnership with Corvallis/Benton County Economic Development. CAMPO staff also participated on the Open Streets Corvallis planning Committee, assisted in creation of an Adair Village Trails Plan, and assisted with the Philomath School Plan.

After completing the 2043 Regional Transportation Plan update last fiscal year, CAMPO assisted with the update to the Albany Area MPO’s (AAMPO) Regional Transportation Plan. Virtual open house engagement meetings and technical work on the AAMPO RTP are ongoing as of the date this document was written. Working closely with AAMPO helps ensure compatibility between the two Regional Transportation Plans and accomplishes a collaborative approach to planning.

Status of CAMPO and Regional Transportation Documents

Key Documents	Current Status	Next Update
CAMPO Regional Transportation Plan (RTP)	Approved February 2022	2027
CAMPO Reducing Reliance on Single Occupancy Vehicle Trips (Locally adopted performance measures)	Approved in February 2020	2023
FY2021-2024 Metropolitan Transportation Improvement Program (MTIP)	Approved August 2019	Spring 2023
FY24 Unified Planning Work Program	Adoption expected in spring 2023	2024
Title VI and Environmental Justice Plan	Updated and approved in 2020	Fall 2023
Public Involvement Framework	Updated and approved in 2020	Fall 2023
Other Documents	Current Status	Next Update
Benton County Transportation System Plan	Adopted March 2019	-
Corvallis Transportation System Plan	Adopted December 2018	-
Corvallis Transit Development Plan	Adopted August 2018	-
Philomath Transportation System Plan	Adopted August 2018	-
Adair Village Transportation System Plan	Adopted November 2019	-

SECTION IV – PLANNING TASKS

Task 100 – Program Management

The purpose of this task is to provide management and administrative support for the MPO’s planning and programming activities. Components of this task are:

Task 110 – MPO Operation

The administration of the MPO operation and MPO office will include:

- Working with the MPO Policy Board and the Technical Advisory Committee to meet the transportation planning and programming needs of the MPO Area.
- Holding regular meetings of the Policy Board and the Technical Advisory Committee.
- Coordinating the MPO’s planning and programming activities with local planning officials, economic development agencies, local environmental organizations, transit providers, ODOT, FHWA, FTA and Tribal governments.
- Attending trainings, transportation-related conferences, and statewide and local transportation-related meetings. At a minimum, staff expect to attend:
 - The National Association of City Transportation Officials (NACTO) annual conference
 - The Association of Metropolitan Planning Organization (AMPO) annual conference
 - Technical trainings offered by OSU and other state entities as available
- Involving the public in transportation planning and programming activities; public education; implementation of the CAMPO’s public participation process.
- Coordinating the MPO’s transportation planning and programming with the Cascades West Area Commission on Transportation (CWACT) and the associations of peer MPOs.
- Participating in the Oregon Modeling Steering Committee (OMSC), helping to guide the Oregon Modeling Improvement Program.
- Complying with all applicable federal requirements, particularly, Americans with Disabilities Act (ADA), Title VI requirements and Environmental Justice Executive Order 12898 and DOT Order 5610.2(a).
- Coordinating regional transportation projects within the Corvallis Area MPO, including but not limited to:
 - Highway US 20 Safety Project
 - Highway OR 99W Transit Pilot
 - Other projects as necessary

Product: *Regular meetings of the MPO Policy Board and Technical Advisory Committee, an up to date website, and a CAMPO presence at regional and state meetings*

Schedule: *Task is ongoing through the fiscal year*

Task 120 – MPO Administration

Activities under this item will include:

- Complying with required paperwork and documentation of activities as well as the maintenance of MPO records.
- Accounting, bookkeeping and invoicing.
- Preparing and submitting semi-annual and annual reports to ODOT.

- Preparing the agency’s financial audit.
- Upkeep and maintenance of the agency’s website, including adding all MPO designation documents
- Attending organizational and personnel-related meetings.

Product: Compliance with federal and state transportation planning regulations, semi-annual reports and invoices, financial audit results, up to date website

Schedule: Task is ongoing through the fiscal year

Task 130 – Annual Document Review

This sub task is intended to review, update and publish any changes to the major documents CAMPO is required to maintain. An annual review at the least will be conducted, with updates completed as necessary. This includes:

- Posting of Obligated Transportation Projects on the website, per Federal Requirements.
- Reviewing the Title VI/Non-discrimination Plan, and related ADA policies and procedures.
- Reviewing the Public Participation Plan, and updating to include enough specify that members of the public can clearly know the duration of comment periods for each MPO document or change, and how to best access the information.
- Developing the FY25 Unified Planning Work Program and budget, and subsequent approval.
- Amending the FY24 Unified Planning Work Program as needed.

Product: An FY25 UPWP that outlines the work program and budget for the upcoming year. Amendments to required federal planning documents as needed.

Schedule: Completion expected in the third quarter

Task 140 – MPO Education and Training

This sub task is intended to educate and inform newly appointed Policy Board members, as well as members of the public about the role MPOs have in coordinating regional transportation planning. Additional trainings on principles of transportation planning will also be considered. Materials will include the following:

- What is an MPO
- MPO’s role in transportation planning
- Transportation planning principles
- Walking, bicycling, and transit tours of the CAMPO planning area
- Transportation oriented speaker series (may be done in conjunction with AAMPO and local jurisdictions)

TASK 100: PROGRAM MANAGEMENT	
Task Component	
110: MPO Operation	\$55,000
120: MPO Administration	\$35,000
130: Annual Document Review	\$4,000
140: MPO Education and Training	\$6,000
Total	\$100,000

Task 200 – Long Range Transportation Planning

The purpose of this task is to provide for the long-range transportation planning needs within the CAMPO Planning Area. While some tasks could be perceived as “short range,” they generally contribute to the long term needs and knowledge of the region, and intentionally help to build technical capacity of member jurisdictions (i.e. without the MPO they would not have the same opportunity). This task is funded through a combination of PL and 5303 Funds.

Task 210 – Regional Transportation Plan Performance Monitoring

An update to the Corvallis Area MPO’s Regional Transportation Plan (RTP) was completed in spring 2022. The purpose of this work item is to continue placing staff effort on RTP implementation including dissemination of information about the plan and pursuit of project funding. Regular performance monitoring will also be performed as part of this work task. One aspect of this task could include a “Transportation Project Tracker,” which captures local and regional infrastructure improvements on a year by year basis, to share with the public as well as the policy board.

***Product:** Development of high-level overview document summarizing the CAMPO RTP for elected officials and general public, progress funding projects listed in RTP, amendments to RTP as needed, ongoing performance monitoring and reporting*

***Schedule:** Task is ongoing throughout the fiscal year*

Task 220 – Philomath Boulevard Support (Philomath to Downtown Corvallis)

The importance of Highway 20/34 between Philomath and I-5 in Albany is identified and discussed in Task 510 of this work plan. This key corridor connects the CAMPO and AAMPO regions, transporting commuters, recreationalists, freight, and local residents. One segment of the corridor, from Philomath to downtown Corvallis, was identified as a regionally significant corridor in the CAMPO Regional Transportation Plan and continues as a regular topic of interest during Policy Board and Technical Advisory Committee meetings.

With the City of Corvallis preparing to launch the development of a West Corvallis Specific Area Plan and the Oregon Department of Transportation exploring ways to fund signal improvements along the corridor, MPO staff time can help support coordination of efforts. This work task will dedicate CAMPO staff time towards supporting collaborative discussions among project partners and may extend into technical support. The long-term intent is to investigate a range of multi-modal investments that can decrease demand along the Philomath to downtown Corvallis corridor for single occupancy vehicles and reduce greenhouse gas emissions while allowing for efficient and safe travel by all modes.

***Product:** ongoing inclusion of Philomath Boulevard on Policy Board and Technical Advisory Committee meeting agendas; participation in West Corvallis Specific Area Planning process; research and technical support as needed.*

***Schedule:** Task is ongoing throughout the fiscal year*

Task 230: Technical Assistance to Communities

CAMPO continues to work to provide service to member communities. This work item allocates 30 hours of staff time to the four member jurisdictions to work towards a long range transportation project. Technical assistance can apply to a variety of work tasks but must adhere to requirements in 23 CFR 450, which outline the tasks eligible for reimbursement with PL funding. This includes but is not limited to:

- Transportation Scoping Studies
- Bicycle/Pedestrian/Vehicle Count Analysis
- Transportation System Plan Project Identification

- Conceptual Design Recommendation

Product: 120 hours of staff time to CAMPO members. A summary of tasks completed presented to the Technical Advisory Committee and Policy Board

Schedule: Task is ongoing throughout the fiscal year

Task 240: CAMPO Multi-Modal Count Program

The Corvallis Area MPO started a multi-modal count program in FY20 and plans to continue this program on an ongoing basis. This task will cover staff time to deploy counters, collect data, and prepare summary reports. Counts have been identified through conversations with the TAC and Policy Board. Each location will be counted for between two and eight weeks. Summary reports will be published on CAMPO’s website. The program will accomplish a number of objectives including:

- Understanding travel patterns of those that walk, bike, use transit and drive
- Potentially help prioritize improvements through the identification of “hot spots” for travel by people that walk and bike
- Potentially help evaluate the success of neighborhood bikeway implementation
- Further refine regional travel models and understanding of mode shift

Product: Continued deployment of mobile counters, selection of permanent count locations, interfacing with other MPOs and state partners to build a statewide multi-modal count program.

Schedule: Expected to continue throughout the fiscal year and into subsequent fiscal years.

TASK 200: LONG RANGE TRANSPORTATION PLANNING	
Task Component	
210: Regional Transportation Plan Performance Monitoring	\$14,500
220: Philomath Boulevard Support (Philomath to Downtown Corvallis)	\$20,000
230: Technical Assistance to Communities	\$22,000
240: CAMPO Multi-Modal Count Program	\$20,000
Total	\$76,500

Task 300 – Inter-Regional Transportation Planning

The purpose of this task is to focus on the inter-regional needs and opportunities of the Corvallis Area Metropolitan Planning Area. Due to the inextricable ties with Albany Area Metropolitan Planning Organization (AAMPO), and commute sheds extending well beyond the MPO boundary, this task focuses on projects that impact both MPO areas. This task is funded through a combination of PL and 5303 Funds.

Task 310 – AAMPO Coordination

As the greater Corvallis-Albany region grows in both population and employment, there will be increased stress on the major commute routes through the region. Task 310 allocates money towards coordination with AAMPO to address regional travel demand. Started in Fiscal Year 2020, both AAMPO and CAMPO expect the conversation to continue into FY24. These sub tasks include, but are not limited to:

- Hosting joint TAC and Policy Board meetings
- Planning for regional freight connections and subsequent improvements
- Exploring funding opportunities for local transportation project implementation

AAMPO has identified similar funding to contribute in their upcoming UPWP. As projects are expected to develop over the fiscal year, meeting minutes are the primary anticipated work product. Other projects listed in this work program also include significant coordination with AAMPO (Tasks 220 and 510).

Product: Meeting minutes, regional maps, plans and lists of funding opportunities

Schedule: Task is ongoing throughout the fiscal year

Task 320 – Local Transit Planning Support

Oregon passed House Bill 2017, which allocates significant funding for transit expansion. With new funding every two years, cities, counties and transit agencies are actively working to keep up with increases in transit funding and service while balancing other transportation needs. CAMPO staff will work to keep transit providers in the region updated on regional transit improvements and state funding as part of this work task. In FY21, CAMPO prepared the Public Transit Agency Safety Plan (PTASP) for Corvallis Transit System. As that document requires updating once a year, that will be incorporated into this task.

Products: Technical assistance as needed to Corvallis Transit System and Benton Area Transit, information dissemination from state and federal partners. Public Transit Agency Safety Plan (PTASP) annual update. Potential match for State Transportation Improvement Funds (STIF) regional transit enhancement projects.

Schedule: Task is ongoing throughout the fiscal year.

Task 330: Linn-Benton Loop Support

The purpose of this task item is to capture CAMPO staffing support for the Linn-Benton Loop Governing Board and Technical Advisory Committee (TAC). Additional aspects include serving on the Loop TAC and as the liaison between the CAMPO Policy Board and Linn-Benton transit service. CAMPO will continue to assist in the implementation of the Linn-Benton Loop Service Development Plan.

Product: Staffing support and technical assistance to the Linn-Benton Loop; information dissemination from state and federal partners.

Schedule: Task is ongoing throughout the fiscal year.

Task 340: Travel Model Coordination

This task is focused on the regional travel demand model and data collection, analysis and development. An up to date travel demand model is useful for both MPO led and non-MPO led plans and projects (e.g. corridor studies, capital projects, land use planning studies and land use developments). CAMPO staff will continue to work with ODOT’s Transportation Planning and Analysis Unit (TPAU) to refine the Corvallis Albany Lebanon Model (CALM), used by both CAMPO and AAMPO.

This task also includes work related to the Oregon Household Activity Survey (OHAS). The OHAS is a periodic statewide effort, led by the Oregon Modeling Steering Committee (OMSC), to capture demographic and travel behavior of Oregon residents. This data is used to update travel demand models and answer other transportation related questions. CAMPO is involved in the OHAS effort through the MPO’s commitment to provide funding (Task 420) as well as attendance at OMSC and OHAS meetings, providing input and feedback on the OHAS effort.

Product: Up to date regional travel demand model, active participation in OHAS effort

Schedule: Task is ongoing throughout the fiscal year.

TASK 300: INTER-REGIONAL TRANSPORTATION PLANNING	
Task Component	
310: AAMPO Coordination	\$20,000
320: Local Transit Planning Support	\$20,000
330: Linn-Benton Loop Support	\$16,269
340: Travel Model Coordination	\$10,000
Total	\$66,269

Task 400 – Transportation Programming

The purpose of this task is to continually perform transportation programming for the Corvallis MPO Area through the development of new Metropolitan Transportation Improvement Programs (MTIP) and the upkeep of the existing MTIP for inclusion in the Statewide Transportation Improvement Program (STIP).

Task 410 – MTIP Amendments

This task provides for the necessary amendments to the FY21-24 and FY24-27 MTIP and STIP documents. The amendments are generally initiated either by member jurisdictions or by ODOT.

Product: Up-to-date FY21-24 and FY24-27 MTIP document. Transition from FY21-24 to FY24-27 MTIP in October 2023.

Schedule: Task is ongoing throughout the fiscal year

Task 420 –Oregon Household Activity Survey (OHAS) Funding Set-Aside

CAMPO is expected to participate in the 2030 Oregon Household Activity Survey, coordinated by ODOT, the Oregon Modeling Steering Committee and statewide MPO partners. The OHAS is necessary to develop data that feeds the Corvallis-Albany-Lebanon Model (CALM). These regional models are a required part of long range planning for MPOs. Setting aside money now for the survey in 10 years will allow CAMPO to offset the costs without using STBG funds member agencies need for construction projects. Annually, \$8,000 will be set aside, for a total of \$80,000 over 10 years. This money will be held in an account by ODOT through a memorandum of understanding.

Product: Starting in FY 21 and continuing to FY30, A total of \$80,000 to contribute to the 2030 OHAS

Schedule: Ongoing for this fiscal year and into the future

TASK 400: TRANSPORTATION PROGRAMMING	
Task Component	
410: MTIP Amendments	\$20,000
420: OHAS Funding Set-Aside	\$10,000
Total	\$30,000

Task 500 – Special Projects

Task 510: Highway US 20/OR 34 Planning Study

Highway 20/34 between Philomath and I-5 is a key corridor connecting the CAMPO and AAMPO regions, transporting commuters, recreationalists, freight, and local residents. The corridor is expected to see increased traffic as the region grows in population. While many jurisdictions identify the Highway 20/34 Corridor as an issue during their recently developed transportation system plans, none of them dive into the details of solutions.

This project, in coordination with AAMPO, ODOT’s Transportation Planning and Analysis Unit (TPAU), and consultants, will investigate a range of multi-modal investments that can decrease demand along the corridor for single occupancy vehicles, thereby reducing greenhouse gas emissions, reducing the need to expand the highway, and allowing for efficient travel by all modes.

Product: Identification of project stakeholders and goals, existing and future conditions analysis, identification of corridor solutions and implementation measures, final plan document

Schedule: Expected to pick up after Philomath Boulevard Support has gotten underway

Task 520: Special Project Pool

The special project pool task is included here to enable CAMPO to pursue projects of interest as opportunities arise. Projects will require support of the CAMPO Technical Advisory Committee and Policy Board.

Product: Product is dependent on the projects pursued and interests of the CAMPO TAC and Policy Board

Schedule: Schedule is dependent on projects pursued

TASK 500: Special Projects Pool	
Task Component	
510: Highway US 20/OR 34 Planning Study	\$34,224
520: Special Projects Pool	-
Total	\$34,224

Task Schedule

CAMPO does not anticipate any non-continuous tasks within this fiscal year.

SECTION V: BUDGET SUMMARY

The following budget tables detail the planned activities for Fiscal Year 2024 in comparison with Fiscal Year 2023. In addition, a breakdown of expenses and funding sources is provided.

FY24 Budget by Subtask

Task	FY24 Amount	FY23 Amount	Dollar Change	Percent Change
TASK 100: Program Management	\$100,000	\$62,000	\$38,000	38%
110: MPO Operation	\$55,000			
120: MPO Administration	\$35,000			
130: Annual Document Review	\$4,000			
140: MPO Education and Training	\$6,000			
TASK 200: Long Range Transportation Planning	\$76,500	\$64,000	\$12,500	16%
210: RTP Performance Monitoring	\$14,500			
220: Philomath Boulevard Support	\$20,000			
230: Technical Assistance to Communities	\$22,000			
240: CAMPO Multi-Modal Count Program	\$20,000			
TASK 300: Inter-Regional Transportation Planning	\$66,269	\$45,000	\$21,269	32%
310: AAMPO Coordination	\$20,000			
320: Local Transit Planning Support	\$20,000			
330: Linn-Benton Loop Support	\$16,269			
340: Travel Model Coordination	\$10,000			
TASK 400: Transportation Programming	\$30,000	\$24,000	\$6,000	20%
410: MTIP Amendments	\$20,000			
420: 2030 OHAS Set-Aside	\$10,000			
TASK 500: Special Projects	\$34,224	\$61,937	(\$28,206)	-84%
510: Highway 20/34 Corridor Investment Strategy	\$34,224			
520: Special Projects Pool				
TOTAL	\$306,992.85	\$256,937	\$49,563	16%

*\$306,992.85 is the ODOT estimate for funding as of March 28, 2023

FY24 Budget by Fund Source

The Infrastructure and Investment Jobs Act (IIJA) created a new requirement that 2.5% of planning funds must be spent towards creating safe and accessible transportation options. This set aside must be clearly identified in metropolitan work plans. These funds are labeled in the table below under Safe and Accessible Transportation Options, or SATO. These funds do not require a local match.

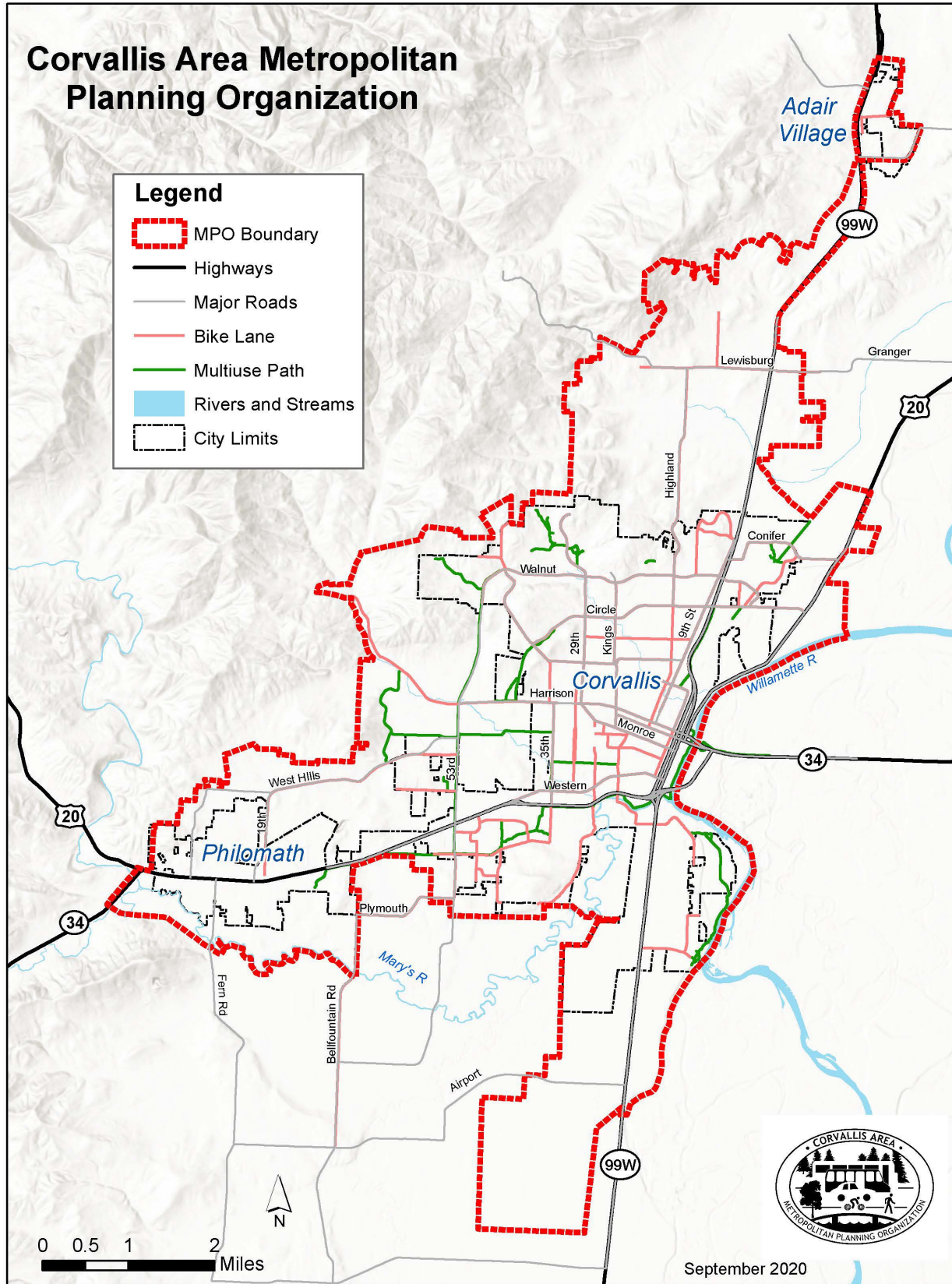
Task	Task Budget Total (Personnel + Non-Payroll + Contracted Staff)	PL Funds	FTA 5303/SATO Funds	PL Match Funds (10.27% from ODOT)	Local Match (5303) (Funds and In-kind)
Task 100: Program Management	\$100,000	\$89,730	\$0	\$10,270	\$0
Task 200: Long Range Transportation Planning	\$56,500	\$50,697	\$0	\$5,803	\$0
Task 240: Count Program	\$20,000	\$14,125	\$4,258	\$1,617	
Task 300: Inter-Regional Transportation Planning (5303)	\$66,269	\$0	\$59,463	\$0.00	\$6,806
Task 400: Transportation Programming	\$30,000	\$26,919	\$0	\$3,081	\$0
Task 500: Special Projects	\$34,224	\$30,709	\$0	\$3,515	\$0
Total SFY24 Budget	\$306,992.85	\$212,180	\$63,722	\$24,285	\$6,806

FY24 Expenses

Cost	Amount	Percent of Total Budget
CAMPO Staff Payroll Expenses	\$191,307	62%
CAMPO Non-Payroll Expenses	\$81,462	27%
Advertising	\$1,500	
Board/Comm/Meeting Expense	\$1,000	
Contract	\$20,000	
Copying	\$500	
Dues and Memberships	\$1,000	
Legal Expenses	\$1,000	
Licenses and Fees	\$2,000	
Maintenance and Repair	\$1,000	
Overhead and Administration	\$33,762	
Postage	\$500	
Printing	\$500	
Rent	\$11,200	
Supplies	\$500	
Telephone	\$1,000	
Training	\$4,000	
Travel	\$2,000	
Special Projects Pool	\$34,224	11%
Total	\$306,992.85	100%

*Contracted task support includes part time work from the COG Transportation Planner as well as technical assistance from external contractors. The special projects pool can be payroll, material or contract expense, and will be approved by the Policy Board prior to expenditure.

APPENDIX A: CAMPO PLANNING AREA MAP



APPENDIX B: OTHER TRANSPORTATION PLANNING ACTIVITIES IN THE MPO AREA

The following is a list of concurrent transportation planning activities within the MPO Area:

1. Oregon 99W South Corvallis Facility Plan. This Oregon Department of Transportation project, in collaboration with local jurisdictions, will amend the Oregon Highway Plan and provide a refinement plan to the City's Transportation System Plan for OR 99W through South Corvallis. Developed in coordination with the South Corvallis Area Plan, CAMPO staff is actively participating in the planning study.
2. South Corvallis Area Plan. A City of Corvallis led project that predominantly focuses on land use, some transportation elements will be addressed as well.
3. West Corvallis Area Plan. The purpose of the project being taken on by the City of Corvallis is to develop a plan through a public process that refines land uses and provides an orderly plan for the development of local street networks and alternative transportation options to create safe, low-stress, and convenient navigation through the area. The plan is intended to refine land uses in response to urbanization patterns in the area, state legislation on middle housing and Climate Friendly and Equitable Communities, and local changes to land use zoning options. The expected outcome is a plan for Southwest Corvallis that establishes thoughtful zoning patterns, local street networks and alternative transportation options, and creates a sense of community and neighborhood character for the area.
4. Climate Friendly and Equitable Community (CFEC) Implementation. The cities of Philomath and Corvallis are set to implement new rules approved by the State of Oregon related to land use and transportation planning. While MPOs do not typically engage in efforts related to state rules, in this particular instance a portion of the rules require the two cities to update their transportation system plans. As CAMPO collaborates closely with members on long range planning efforts, their may be some coordination over the fiscal year.

APPENDIX C: GLOSSARY OF ACRONYMS

ADA	Americans with Disabilities Act
ATS	Albany Transit System
CAMPO	Corvallis Area Metropolitan Planning Organization
CED	Community and Economic Development Department of OCWCOG
CPT-HSTP	Coordinated Public Transit-Human Service Transportation Plan
CTS	Corvallis Transit System
CWACT	Cascades West Area Commission on Transportation
DEQ	Department of Environmental Quality
DLCD	Department of Land Conservation and Development
GHG	Green House Gases
FAST	Fixing America's Surface Transportation
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year
IGA	Intergovernmental Agreement
IJJA	Infrastructure Investment and Jobs Act
ITS	Intelligent Transportation System
MAP-21	Moving Ahead for Progress in the 21 st Century
MPO	Metropolitan Planning Organization
MTIP	Metropolitan Transportation Improvement Program
OCWCOG	Oregon Cascades West Council of Governments
ODOT	Oregon Department of Transportation
OSU	Oregon State University
PEA	Planning Emphasis Areas
PL Fund	Planning Funds allocated to Metropolitan Transportation Planning activities
PPP	Public Participation Plan
PTASP	Public Transit Agency Safety Plan
RTP	Regional Transportation Plan
ROI	Return on Investment
SAFETEA-LU	Safe, Accountable, Flexible, Efficient, Transportation Equity Act, a Legacy for Users
Section 5303	FTA's program of financing transit planning activities of MPOs
5307	FTA's program of financing urban transit systems
Section 5310	FTA's program of financing transit for the elderly and people with disabilities
Section 5311	FTA's program of financing rural transit services
STF	Special Transportation Fund
STIF	State Transportation Improvement Funds
STIP	Statewide Transportation Improvement Program
STBGP	Surface Transportation Block Grant Program
TAC	Technical Advisory Committee
TDP	Transit Development Plan
TGM	Transportation Growth Management
TIP	Transportation Improvement Program (See MTIP)
TPAU	Transportation and Planning Analysis Unit of ODOT

TSP	Transportation System Plan
UPWP	Unified Planning Work Program
USC	United States Code
USDOT	United States Department of Transportation

APPENDIX D: FHWA AND FTA JOINT PLANNING EMPHASIS AREAS

FHWA and FTA issued new, joint Planning Emphasis Areas (PEAs) in December 2021. These updated Planning Emphasis Areas are intended to be used by metropolitan planning organizations, state departments of transportation, transit agencies, and federal land management agencies in their Unified Planning Work Programs and State Planning and Research Work Programs. The link below provide additional information about the new PEAs.

<https://www.transit.dot.gov/regulations-and-programs/transportation-planning/2021-planning-emphasis-areas>

Task	Tackling the Climate Crisis	Equity and Justice 40	Complete Streets	Public Involvement
TASK 100: Program Management				
110: MPO Operation				
120: MPO Administration	X			X
130: Annual Document Review				X
140: MPO Education and Training		X	X	X
TASK 200: Long Range Transportation Planning				
210: Regional Transportation Plan Performance Monitoring	X	X	X	
220: Philomath Boulevard Support (Philomath to Downtown Corvallis)	X	X	X	X
230: Technical Assistance to Communities				
240: CAMPO Multi-Modal Count Program	X	X	X	X
TASK 300: Inter-Regional Transportation Planning				
310: AAMPO Coordination				
320: Local Transit Planning Support	X	X		
330: Linn Benton Loop Support	X	X		
340: Travel Model Coordination				
TASK 400: Transportation Programming				
410: MTIP Amendments				X
420: 2030 OHAS Set-Aside				
TASK 500: Special Projects				
510: Highway US 20/OR 34 Planning Study	X	X	X	X
520: Special Project Pool				

Task	Strategic Highway Network	Federal Land Management Agency Coordination	Planning and Environment Linkages	Data in Transportation Planning
TASK 100: Program Management				
110: MPO Operation	X	X	X	
120: MPO Administration		X	X	
130: Annual Document Review				X
140: MPO Education and Training			X	X
TASK 200: Long Range Transportation Planning				
210: Regional Transportation Plan Performance Monitoring	X		X	X
220: Philomath Boulevard Support (Philomath to Downtown Corvallis)	X		X	X
230: Technical Assistance to Communities	X			X
240: CAMPO Multi-Modal Count Program			X	X
TASK 300: Inter-Regional Transportation Planning				
310: AAMPO Coordination	X			
320: Local Transit Planning Support			X	X
330: Linn Benton Loop Support			X	X
340: Travel Model Coordination				X
TASK 400: Transportation Programming				
410: MTIP Amendments				X
420: 2030 OHAS Set-Aside				
TASK 500: Special Projects				
510: Highway US 20/OR 34 Corridor Investment Strategy	X		X	X
520: Special Project Pool				

APPENDIX E: IN-KIND MATCH OVERVIEW

This appendix provides an overview of in-kind match funding as shown in the Fiscal Year (FY) 2024 Corvallis Area MPO Unified Planning Work Program (UPWP). The Corvallis Area MPO Unified Planning Work Program (UPWP) shows the details for tasks one through five as listed below in the “FY24 Budget by Fund Source” table. This table is also included above in Section V of the UPWP.

FY24 Budget by Fund Source

Task	Task Budget Total (Personnel + Non-Payroll + Contracted Staff)	PL Funds	FTA 5303/SATO Funds	PL Match Funds (10.27% from ODOT)	Local Match (5303/SATO) (Funds and In-kind)
Task 100: Program Management	\$100,000	\$89,730	\$0	\$10,270	\$0
Task 200: Long Range Transportation Planning	\$56,500	\$50,697	\$0	\$5,803	\$0
Task 240: Count Program	\$20,000	\$15,742	\$4,258	\$1,802	\$0
Task 300: Inter-Regional Transportation Planning (5303)	\$66,269	\$0	\$59,463	\$0.00	\$6,806
Task 400: Transportation Programming	\$30,000	\$26,919	\$0	\$3,081	\$0
Task 500: Special Projects	\$33,731	\$29,092	\$0	\$3,330	\$0
Total SFY24 Budget	\$306,499.79	\$212,180	\$63,722	\$24,285	\$6,806

The sections below provide additional detail on in-kind match by source.

CAMPO Technical Advisory Committee Meetings

Assumed 9 TAC Meetings at 1.5 hour per meetings, with a \$100/hour loaded rate per staff person equals \$5,400.

CAMPO TAC MEETING		
Jurisdiction	Loaded rate/hour	Rate for 9 1.5 hour meetings
Corvallis	\$100	\$1350
Philomath	\$100	\$1350
Benton County	\$100	\$1350
OSU	\$100	\$1350
Total		\$5,400

CAMPO Policy Board Meetings

Assumed 9 Policy Board Meetings at 2 hours per meeting, \$16/hour for elected official volunteer time equals \$864

CAMPO POLICY BOARD MEETINGS		
Jurisdiction	Volunteer rate/hour	Rate for 9 2 hour meetings
Corvallis	\$16	\$288
Adair Village	\$16	\$288
Philomath	\$16	\$288
Benton County (paid)	-	-
Total		\$864

Additional Tasks

As described, for a total of \$6,400.

Item	Loaded rate/hour	Estimated Hours	Total
Bicycle/Pedestrian Count Program Assistance	\$100	20	\$2,000
Philomath Boulevard Planning	\$100	40	\$4,000
Public Transportation Agency Safety Plan (PTASP) Update	\$100	4	\$400
Total		64	\$6,400

Overall In-Kind Breakdown

Item	Amount
9 TAC Meetings	\$5,400
9 Policy Board Meetings	\$854
Additional Tasks	\$6,400
Total	\$12,654

OVERALL ESTIMATED IN-KIND TOTAL: \$12,654

ESTIMATED IN-KIND NEED FY2024: \$6,806

APPENDIX F: SUMMARY OF COMMENTS

See comment tracker following this page