

French Broad River Metropolitan Planning Organization
UNIFIED PLANNING WORK PROGRAM (UPWP) -FY17

July 1, 2016 to June 30, 2017
as amended November 17, 2016

Introduction

The Unified Planning Work Program (UPWP) outlines transportation planning tasks to be conducted during the fiscal year. The UPWP sets the budget for these items and identifies the funding sources. MPO staff is responsible for ensuring completion of the planning tasks identified in the UPWP. The MPO Staff and the North Carolina Department of Transportation are the responsible agencies for many of the tasks in the UPWP. Some planning tasks are carried out by outside consultants.

The categories for planning tasks in the UPWP are based on planning requirements contained in Federal legislation that authorizes transportation funding. The adopted Prospectus for Continuing Transportation Planning provides detailed descriptions for these tasks. The UPWP must be programmed according to the Prospectus.

Funding Summary FY 2015-2016 (PL Funds from MAP-21)

Federal Highway Administration - 80%*		\$ 702,444
Local Match - 20%*		\$ 194,363
Total*		\$ 896,807

*(Includes Pass-Through Special Study Funds, STBG Flex Special Study Funds and Local Matches for those funds at 80% of last year's award as carry over estimate)

Program Summary for MPO Planning and Administration (PL Funds)

II-A Data and Planning Support	\$ 45,105	11.65%
II-B Planning Process	\$ 98,728	25.50%
<i>II-B Special Study Pass-Through</i>	\$ -	<i>n/a</i>
<i>STBG Flex Special Studies</i>	\$ 509,640	
III-A Planning Work Program	\$ 15,486	4.00%
III-B Transp. Improvement Plan	\$ 55,171	14.25%
III-C Cvl Rgts. Cmp./Otr .Reg. Reqs.	\$ 33,297	8.60%
III-D Statewide and Extra-Regional Planning	\$ 54,203	14.00%
III-E Management Ops, Program Support Admin	\$ 85,177	22.00%
TOTAL w/o Pass-Through and STBG Flex Special Studies	\$ 387,167	100.00%

FBRMPO 2016-2017 UPWP Narrative

UPWP Overview

This Unified Planning Work Program (UPWP) for the French Broad River Metropolitan Planning Organization (MPO) documents the transportation planning activities and related tasks to be accomplished during the federal fiscal year 2016-2017 (from July 1, 2016 through June 30, 2017).

The goal of the MPO is to ensure a continuing, cooperative, and comprehensive ("3-C") approach for transportation planning for the metropolitan area, both short and long-range, with proper coordination among:

- Local and regional MPO member governments and agencies
- North Carolina Department of Transportation (NCDOT)
- Federal Highway Administration (FHWA), and
- Federal Transit Administration (FTA)

This document outlines metropolitan planning requirements and issues; then presents a work program of planning activities to address them during the fiscal years 2016-2017

Federal Requirements

FAST Act in concert with the Clean Air Act as Amended, envisions a transportation system that maximizes mobility and accessibility and protects the human and natural environments. This is achieved through a Continuing, Cooperative, and Comprehensive (3-C) transportation planning process that results in a long-range plan and short-range program of projects.

A metropolitan planning organization is required to develop a long-range plan and a short-range transportation improvement program that provide for the development and integrated management and operation of transportation systems and facilities (including accessible pedestrian walkways and bicycle transportation facilities) that will function as an intermodal transportation system for the planning area and as an integral part of the intermodal transportation system for North Carolina and for the U. S. Major components that feed into the development of the long range plan and short range program are listed below.

Metropolitan Planning Factors & Federal Requirements

The Fixing America's Surface Transportation Act (FAST Act), federal transportation legislation passed by U.S. Congress and signed by the President in 2015, defines specific planning factors to be considered when developing transportation plans and programs in a metropolitan area. Current legislation calls for MPOs to conduct planning that:

- Supports the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency
- Increases the safety of the transportation system for motorized and non-motorized users
- Increases the security of the transportation system for motorized and non-motorized users
- Increase the accessibility and mobility options available to people and for freight
- Protects and enhances the environment, promotes energy conservation, and improves quality of life, and promotes consistency between transportation improvements and state and local planned growth and economic development patterns
- Enhances the integration and connectivity of the transportation system, across and between modes, for people and freight
- Promotes efficient system management and operation
- Emphasizes the preservation of the existing transportation system

Each of those eight factors is addressed through various work program tasks selected for fiscal year 2016-2017.

Public Participation and Title VI

Federal legislation requires MPOs to include provisions in the planning process to ensure the involvement of the public in the development of transportation plans and programs including the Metropolitan Transportation Plan, the short-term Transportation Improvement Program, and the annual Unified Planning Work Program.

Federal transportation legislation starting with MAP-21 placed significant emphasis on broadening participation in transportation planning to include key stakeholders who have not traditionally been involved, including the business community, members of the public, community groups, and other governmental agencies. Effective public involvement will result in opportunities for the public to participate in the planning process.

The French Broad River MPO's Public Participation Plan (PPP) requires that the draft Planning Work Program (PWP) is reviewed by the Technical Coordinating Committee (TCC). The TCC meetings are open to the public and public comments can be provided. The TCC then endorses a draft PWP and forwards the document to the MPO Board (TAC).

The draft PWP is then reviewed by the Board (TAC). Public comments may be provided at this time. The final PWP comes back again to the MPO Board (TAC) for approval. Upon the Board's approval, the PWP is then forwarded on to the State and FHWA/FTA.

All MPO plans and programs comply with the public involvement provisions of Title VI:

"No person in the United States shall, on the grounds of race, color, sex, age, national origin, or disability, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity as provided by Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and any other related non-discrimination Civil Rights laws and authorities under any program or activity receiving federal financial assistance."

Metropolitan Transportation Plan

French Broad River MPO as the MPO for the Asheville Region is responsible for developing the Metropolitan Transportation Plan (MTP) for a 25-year time horizon and a Transportation Improvement Program (TIP) for a 10 year time horizon in cooperation with the State and with local transit operators. The MTP and TIP are produced through a planning process which involves the region's local governments, the North Carolina Department of Transportation (NCDOT), local jurisdictions and citizens of the region.

Additionally, representatives from the local offices of the U.S. Department of Transportation (US DOT) Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) and the U.S. Environmental Protection Agency (US EPA) provide guidance and participate in the planning process.

The Metropolitan Transportation Plan (MTP) must include the following:

- Identification of transportation facilities (including major roadways, transit, multimodal and intermodal facilities and intermodal connectors) that function as an integrated metropolitan transportation system
- A discussion of types of potential environmental mitigation activities and potential areas to carry out these activities
- A financial plan that demonstrates how the adopted transportation plan can be implemented
- Operations and management strategies to improve the performance of existing transportation facilities to relieve vehicular congestion and maximize the safety and mobility of people and goods
- Capital investment and other strategies to preserve the existing and projected future metropolitan transportation infrastructure and provide for multimodal capacity increases based on regional priorities and needs.
- Proposed transportation and transit enhancement activities.

Transportation Improvement Program (TIP)

The metropolitan Transportation Improvement Program (TIP) must include the following:

- A priority list of proposed federally supported projects and strategies to be carried out within the TIP period
- A financial plan that demonstrates how the TIP can be implemented
- Descriptions of each project in the TIP

Transportation Management Area

Designated Transportation Management Areas (TMAs), such as French Broad River MPO, based on urbanized area population over 200,000, must also address the following:

- Transportation plans must be based on a continuing and comprehensive transportation planning process carried out by the MPO in cooperation with the State and public transportation operators
- A Congestion Management Process (CMP) must be developed and implemented that provides for effective management and operation, based on a cooperatively developed

and implemented metropolitan-wide strategy of new and existing transportation facilities, through use of travel demand reduction and operations management strategies.

Air Quality Conformity Process

Currently, Asheville Region is considered in attainment for air quality. Should the French Broad River Metropolitan Planning Organization (FBRMPO) become designated as non-attainment for air quality, and become required to make conformity determination on its Transportation Plan, the following shall apply: the North Carolina Department of Transportation (NCDOT) would assist

the MPO in making a conformity determination by performing a systems level conformity analysis on the highway portion of the fiscally constrained Metropolitan Transportation Plan (MTP). The Metropolitan Transportation Improvement Program is a subset of the Metropolitan Transportation Plan and is therefore covered by the conformity analysis.

II-A Data and Planning Support

This section covers data and processes used to support transportation planning related to transportation infrastructure.

Programmed Amount: \$45105

11.65% of staff budget

II-A-1 Networks and Support Systems Total: \$ 19359

- The French Broad River MPO will create and maintain spatial data, metadata, and data catalog for the MPO planning area and immediately adjacent areas.
- Continue to implement the baseline bike/ped count program. Take counts around the region as recommended in the count plan.
- The French Broad River MPO will continue to work on updating local street centerline GIS data for the FBRMPO counties as needed. Metadata will be verified or created; the old layer will be archived with a timestamp in the filename.
- The French Broad River MPO will acquire current and historical accident data from NCDOT
- Provide crash data to member governments for special projects
- Traffic accident mapping and analysis in support of project development
- Where previously geocoded data miss too many data points, manually geocode on as needed basis; focus on CMP corridors first.
- The French Broad River MPO will update GIS data for fixed routes, deviated fixed routes, service areas, and ridership for transit providers in the region.
- Maintain the Parking Inventory Spatial Database for on-street and off-street public parking around central areas and activity centers as needed. Continue collection of missing attributes within the existing data, and maintain standardized regional data set.
- Maintain a GIS inventory of existing data from local, state, and federal partners related to bicycle and pedestrian transportation facilities. Continue to update sidewalk, greenways and bicycle facility data based on data available from local partners.

II-A-2 Travelers and Behaviour Total: \$ 21875

- The French Broad River MPO will maintain an inventory of current tax parcel data and associated appraisal data needed to generate a parcel-based existing land use database on 2015 tax data. The local appraisal data will be converted to Triangle Regional Model categories unless newer CommunityViz categories are ready to use instead. The equivalent LBCS from the American Planning Association and NC Land Use Land Cover will be included as time allows.
- FBRMPO staff will update the major employer data (part of InfoUSA database) that was corrected for the 2015 Model to keep it current and not lose the improvements already made.
- Any outstanding process documentation/metadata will be drafted for reference; existing metadata will be updated as needed.
- FBRMPO staff will update the 2010 Census baseline population and dwelling unit data with pertinent American Community Survey variables as they become available for 2010-2015. These are primarily related to Title VI issues and include data formerly in the Census Summary File 3 taken from the long form sample in 2000.
- FBRMPO and NCDOT TPB and the model team as needed will review the current travel behavior survey and recommend a timetable of work to fill gaps and weak areas, and to update the survey before the 2020 model run.
- No specific vehicle occupancy rate work this fiscal year; if needed it will be covered under the II-B item it supports.
- No specific travel time study work this fiscal year; if needed it will be covered under the II-B item it supports.

II-A-3 Transportation Modeling Total: \$ 3871

- FBRMPO will assist NCDOT TPB and the model team with model updates as needed.
- FBRMPO will assist NCDOT TPB and the model team as needed with follow up or clarifications about SE Data forecasts as needed.
- FBRMPO will assist NCDOT TPB and the model team as needed with follow up or clarifications about travel patterns.
- Update ongoing research about funding sources and refinement of long-range financial plan as needed for potential MTP updates
- Create project-level cost estimates where SPOT, TIP, or other NCDOT-sanctioned estimates are not available.

II-B Planning Process

Tasks within this category are related to the development of the MPO Long Range Transportation Plan and Comprehensive Transportation Plan. Federal regulations require each MPO to have a fiscally-constrained long range transportation plan looking out at least 20 years. The plan must be updated every five years. The MPO also participates in the development of Comprehensive Transportation Plan (CTP) for the region. The plan is developed jointly with NCDOT and reflects the vision and long term needs of the transportation system. In addition, the MPO is responsible for a number of ongoing long-range planning activities such as corridor studies, congestion management monitoring and air quality planning.

Programmed Amount: \$98728

25.50% of staff budget

II-B-1 Targeted Planning Total: \$ 46460

- Begin to implement regional transit goals through collaboration with a Regional TDM Program. Adopt a resolution for 5307 formula changes for the FBRMPO region based on study results. Continue background research on the necessary steps for a regional transit authority that could potentially house TDM and vanpool programs in the future.
- Participate in FAST Act related trainings and workshops

II-B-2 Regional Planning Total: \$ 46460

- Initiate CTP Update including assembling a Steering Committee, gathering background data, setting up a process for public and stakeholder input
- Participate in FAST Act related trainings and workshops
- Review MTP items that are the responsibility of the MPO staff; begin implementation as appropriate.
- Work with transit providers in the region to implement 5307 formula study recommendations; assist providers with any changes in federal or state funding programs and five-year CTSPs as needed.
- Work with interested MPO member jurisdictions to provide walkability analysis and identify pedestrian improvements recommendations (to be incorporated as part of the CTP plan update)
- Coordinate with private freight carriers in the region to identify major freight needs in the region including key corridors, bottlenecks, truck parking issues and potential projects where NCDOT/FBRMPO can facilitate cooperation; incorporate their plans into CTP
- Coordinate with private rail companies and intermodal facilities in the region and identify potential projects where NCDOT/FBRMPO can facilitate cooperation.
- Review existing federal functionally classified roads for improvement at the next opportunity for changes
- Mapping in support of TIP, Merger, Long Range Planning, Prioritization, and any background material for the Board, Committees, workgroups, and the public.

II-B-3 Special Studies Ops: \$ 5808 Pass-Thru: \$ 0

STBG Flex: \$509640 Total: \$ 515448

- The FBRMPO staff will assist subgrantee members with reporting requirements and maintain the budgets for projects funded through this UPWP category.

- o The projects expected to have a carry over from previous STBG Flex fund balance awards are the City of Asheville Transit Master Plan, Buncombe County Bent Creek Study (Phase 2); 5307 Formula Study, Asheville Bike Share Study and TDM Program

Six projects are included as part of the new STBG agreement to flex a part of our allocation to planning (PL) funds. The current agreement is for \$150,000/year, beginning in Federal Fiscal year 2015, and continuing into fiscal year 2017, the time period for this work program, and future years. Overall the MPO will program \$392,712 of those federal funds for FY 2016-2017, with \$116,928 in local match. Projects were selected in a competitive process and include:

Buncombe County: Bent Creek Greenway Study Phase 2 \$7600 Local, \$30400 PL, Total \$38000

The Bent Creek Greenway Study will fill in the gap between Hominy Creek Park and I-26 at Brevard Road/Exit 33 not covered by the NCDOT funded study along I-26 tied to the I-4700 project. Funding amounts programed are at 80% the original total funding amount, with the anticipation that a portion of the project will be completed in FY 2016.

Land of Sky Regional Council/FBRMPO: TDM Coordinator \$11250 Local (State), \$45000 PL, Total \$56250

The Land of Sky/FBRMPO TDM Coordinator will continue building the Regional TDM program, picking up some TDM initiatives discontinued by the City of Asheville 5 years ago and adding new ones. Expansion of the existing TDM program is called for in the 2035 LRTP, and this position will be the beginning point to return to that goal. Funds are also included to support the TDM program's outreach efforts.

Land of Sky Regional Council/FBRMPO: Transit 5307 Allocation and Eligibility Study \$13878 Local, \$55512 PL, Total \$69390

The Regional Transit Operators Workgroup of the FBRMPO requested that a study be done on the region's sub-allocation formula for Urban Transit (Section 5307) funds. This study was requested due to problems with incorporating new transit providers into the current sub-allocation formula. Recently, several formerly rural transit providers have become eligible for urban transit funds and have requested to

become sub-recipients or require assistance to see if becoming a sub-recipient is worthwhile for their system. This study will include a recommendation for a new formula, an estimate of the number of trips provided within the urbanized area by each provider, recommendations for data tracking, methods for comparing systems performance, and any stakeholder involvement necessary.

Funding amounts programed are at 80% the original total funding amount, with the anticipation that a portion of the project will be completed in FY 2016.

City of Asheville: Transit Master Plan \$19200 Local, \$76800 PL Flex, Total: \$96000

The City of Asheville was awarded STBG funding flexed to MPO PL funds from the FBRMPO to update their Transit Master Plan. Asheville's last Transit Plan was adopted in 2009 and, since that time, Asheville Transit has undergone several major changes, including the removal and addition of several new routes. This plan will guide how Asheville Transit can best serve the public for the next 5 – 10 years and will examine possible collaborations with transit partners in the region. The City of Asheville will be responsible for managing the project. Funding amounts programed are at 80% the original total funding amount, with the anticipation that a portion of the project will be completed in FY 2018.

City of Asheville: Bike Share Study \$25000 Local, \$25000 PL Flex, Total: \$50000

The City of Asheville was awarded STBG funding flexed to MPO PL funds from the FBRMPO to initiate a Bike Share Feasibility Study. This will be a comprehensive study of the concept of a bike share system for Asheville. The study would assess existing conditions and determine whether they are conducive to providing a bike share system for use in the city.

City of Asheville: Biltmore Avenue Feasibility Study \$40000 Local, \$160000 PL Flex, Total: \$200000

The City of Asheville was awarded STBG funding flexed to MPO PL funds from the FBRMPO to initiate a Biltmore Avenue Feasibility Study in coordination with McDowell Feasibility Study. This study will consider complete streets improvements for Biltmore Avenue between College Street and All Souls Crescent and Asheland Street/McDowell Street corridor between Hilliard Ave and All Souls Crescent, as well as Southside Avenue between McDowell and Biltmore Ave and other important linkages between and along those two corridors . The study will examine current and projected traffic patterns along those corridors, and the feasibility of changing travel lane configurations to add bicycle and pedestrian improvements.

III-A Unified Planning Work Program

The single task within this category relates to the preparation and monitoring of the MPO Unified Planning Work Program, and preparation of quarterly reports, the annual report, and requests for reimbursement.

Programmed Amount: \$15486

4.00% of staff budget

III-A-1 Planning Work Program Total: \$ 11615

- The French Broad River MPO will develop a Planning Work Program (PWP) with the guidance of the Technical Coordinating Committee (TCC) and MPO Board; Present the UPWP for approval to the Transportation Advisory Committee and the NCDOT Transportation Planning Branch.
- Actively manage the progress of consultants engaged in completing UPWP tasks.
- Develop the FY 2017-FY 2021 Planning Work Program Calendar.

III-A-2 Metrics and Performance Measures Total: \$ 3871

- Prepare quarterly reports, the annual report, and requests for reimbursement.
- Develop an approach for tracking PWP item metrics for staff.

III-B Transportation Improvement Program

This category relates directly to the identification and prioritization of transportation improvement projects within the MPO area on an on-going basis, coordination of the MTIP with the STIP and SPOT processes, the development of the MTIP, and processing of MTIP amendments.

Programmed Amount: \$55171

14.25% of staff budget

III-B-1 Prioritization Total: \$ 31941

- Maintenance of a prioritized needs list (PNL--Now the SPOT Prioritization list) of potential STIP projects with needs statements, across modes as appropriate.
- Work with subcommittee to update and improve local prioritization process for SPOT and STBG/TA projects.
- Data, Maps and Resolutions for STIP Project Recommendations as needed.
- Attendance of any STIP- or SPOT-related meetings.
- Gathering and entry of data required for SPOT ranking of projects.

III-B-2 Metropolitan TIP Total: \$ 7744

- Work cooperatively with NCDOT and other partner agencies to review and comment on Draft STIP
- Work cooperatively with NCDOT and other partner agencies to review final STIP and review and adopt the corresponding metropolitan area TIP.
- Review and refine schedules and descriptions for TIP projects in the Draft TIP.
- Coordinate meaningful public involvement in the TIP process and in review of the TIP.

III-B-3 Merger/Project Development Total: \$ 15486

- Review design issues for TIP Projects and provide comments to appropriate agencies.
- Participate in the environmental study process for TIP projects and provide an MPO representative on NEPA/401 Merger Teams.
- Monitor the public involvement process for TIP projects and ensure adequate community input; assist PDEA as requested.
- Continue participation in I-26 Connector workgroup meetings and I-26 corridor planning for A-10, I-2513, I-4400, and I-4700.
- Assist the Asheville Regional Airport with project development for SPOT prioritization as needed.
- Assist The City of Asheville with STBG projects including U-5019, U-5189, and U-5190.

III-C. Civil Rights Compliance (Title VI) and Other Regulatory Requirements

Tasks within this category relate to the goal of integrating public involvement and context sensitivity into every aspect of the MPO

Programmed Amount: \$33297

8.60% of staff budget

III-C-1 Title VI Compliance Total: \$ 3871

- Conduct ongoing analysis of all MPO planning activities for compliance with Title VI of the Civil Rights Act of 1964; 49 CFR part 21.
- Initiate Title VI Plan update for the FBRMPO (last updated in the fall of 2012)

III-C-2 Environmental Justice Total: \$ 7744

- Update of maps used for transit planning with ACS data from the US Census, as available, to include low-moderate income, English as second language, elderly, young, and zero vehicle populations.
- Analyze MTP and TIP amendments for compliance with environmental justice goals and regulations.

III-C-3 Minority Business Enterprise Planning Total: \$ 387

- Encourage the participation of minority-owned business enterprises in contractual and supply opportunities on an ongoing basis.
- Participate in Minority Enterprise Development of WNC meetings as appropriate.

III-C-4 Planning for Elderly Total: \$ 1936

- Coordinate with Area Agency on Aging and other community stakeholders to identify relevant aging issues for the CTP, MTP Amendments and other transportation planning documents

III-C-5 Safety/Drug Control Planning Total: \$ 0

- Nothing programmed for MPO staff this FY.

III-C-6 Public Involvement Total: \$ 19359

- Develop outreach efforts for effectively communicating with the community about transportation planning and projects.
- Update website, social media, and outreach materials to make them more useful, including translation of documents and materials as needed.
- Place advertisements in media outlets as required by Public Participation Plan.
- Respond to interview and data requests from the media & public.
- Ensure compliance with North Carolina general statutes regarding open meetings and public records.
- Support of Citizens' Advisory Committee and related issues.
- Expand ability to provide data to member governments and the public.

III-C-7 Private Sector Participation Total: \$ 0

- Nothing programmed for MPO staff this FY

III-D. Statewide and Extra-Regional Planning

Tasks within this category relate to the unique role that the MPO plays within our region and illustrate the broad impacts of transportation on the built and natural environment, and includes working to understand and help craft planning policy and standards at the statewide level.

Programmed Amount: \$54203

14.00% of staff budget

III-D Statewide and Extra-Regional Planning Total: \$ 54203

- Coordinate with other regional, state and federal agencies involved in transportation planning activities; monitor federal and state legislation.
- Coordinate with the RPO, transit providers, and other agencies.
- Participate in the North Carolina Association of MPOs and attend ongoing statewide meetings to discuss transportation planning issues.
- Participate in working groups, subcommittees, or task forces associated with NCDOT or other government agencies or statewide professional associations such as NCSITE, NCURISA, NCAPA, WTS, et cetera.
- Participate in state and national conference planning: NCAPA (Asheville September 2014), NC Bike Summit (Asheville September 2014), TRB

III-E. Management and Operations

This category relates to the on-going administrative responsibilities related to the MPO, including support of both the Transportation Coordinating Committee and the MPO Board.

Programmed Amount: \$85177

22.00% of staff budget

III-E Management Ops, Program Support Admin Total: \$ 85177

- Provide direct support to the MPO Governing Board, Technical Coordinating Committee (TCC), Prioritization Subcommittee and Citizens Advisory Committee, including agenda preparation and circulation, preparation of minutes, and scheduling, notification, venue setup and breakdown, and facilitation of meetings.
- Procure supplies related to transportation planning activities.
- Support staff training and development.
- Cover direct costs associated with MPO administration.
- Maintain adequate files and records for the MPO.

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11.65% of staff budget

II-A-1 Networks and Support Systems Total: \$ 19359

- The French Broad River MPO will create and maintain spatial data, metadata, and data catalog for the MPO planning area and immediately adjacent areas.
- Continue to implement the baseline bike/ped count program. Take counts around the region as recommended in the count plan.
- The French Broad River MPO will continue to work on updating local street centerline GIS data for the FBRMPO counties as needed. Metadata will be verified or created; the old layer will be archived with a timestamp in the filename.
- The French Broad River MPO will acquire current and historical accident data from NCDOT
- Provide crash data to member governments for special projects
- Traffic accident mapping and analysis in support of project development
- Where previously geocoded data miss too many data points, manually geocode on as needed basis; focus on CMP corridors first.
- The French Broad River MPO will update GIS data for fixed routes, deviated fixed routes, service areas, and ridership for transit providers in the region.
- Maintain the Parking Inventory Spatial Database for on-street and off-street public parking around central areas and activity centers as needed. Continue collection of missing attributes within the existing data, and maintain standardized regional data set.
- Maintain a GIS inventory of existing data from local, state, and federal partners related to bicycle and pedestrian transportation facilities. Continue to update sidewalk, greenways and bicycle facility data based on data available from local partners.

II-A-2 Travelers and Behaviour Total: \$ 21875

- The French Broad River MPO will maintain an inventory of current tax parcel data and associated appraisal data needed to generate a parcel-based existing land use database on 2015 tax data. The local appraisal data will be converted to Triangle Regional Model categories unless newer CommunityViz categories are ready to use instead. The equivalent LBCS from the American Planning Association and NC Land Use Land Cover will be included as time allows.
- FBRMPO staff will update the major employer data (part of InfoUSA database) that was corrected for the 2015 Model to keep it current and not lose the improvements already made.
- Any outstanding process documentation/metadata will be drafted for reference; existing metadata will be updated as needed.
- FBRMPO staff will update the 2010 Census baseline population and dwelling unit data with pertinent American Community Survey variables as they become available for 2010-2015. These are primarily related to Title VI issues and include data formerly in the Census Summary File 3 taken from the long form sample in 2000.
- FBRMPO and NCDOT TPB and the model team as needed will review the current travel behavior survey and recommend a timetable of work to fill gaps and weak areas, and to update the survey before the 2020 model run.
- No specific vehicle occupancy rate work this fiscal year; if needed it will be covered under the II-B item it supports.
- No specific travel time study work this fiscal year; if needed it will be covered under the II-B item it supports.

II-A-3 Transportation Modeling Total: \$ 3871

- FBRMPO will assist NCDOT TPB and the model team with model updates as needed.
- FBRMPO will assist NCDOT TPB and the model team as needed with follow up or clarifications about SE Data forecasts as needed.
- FBRMPO will assist NCDOT TPB and the model team as needed with follow up or clarifications about travel patterns.
- Update ongoing research about funding sources and refinement of long-range financial plan as needed for potential MTP updates
- Create project-level cost estimates where SPOT, TIP, or other NCDOT-sanctioned estimates are not available.

II-B Planning Process

Tasks within this category are related to the development of the MPO Long Range Transportation Plan and Comprehensive Transportation Plan. Federal regulations require each MPO to have a fiscally-constrained long range transportation plan looking out at least 20 years. The plan must be updated every five years. The MPO also participates in the development of Comprehensive Transportation Plan (CTP) for the region. The plan is developed jointly with NCDOT and reflects the vision and long term needs of the transportation system. In addition, the MPO is responsible for a number of ongoing long-range planning activities such as corridor studies, congestion management monitoring and air quality planning.

Programmed Amount: \$98728

25.50% of staff budget

II-B-1 Targeted Planning Total: \$ 46460

- Begin to implement regional transit goals through collaboration with a Regional TDM Program. Adopt a resolution for 5307 formula changes for the FBRMPO region based on study results. Continue background research on the necessary steps for a regional transit authority that could potentially house TDM and vanpool programs in the future.
- Participate in FAST Act related trainings and workshops

II-B-2 Regional Planning Total: \$ 46460

- Initiate CTP Update including assembling a Steering Committee, gathering background data, setting up a process for public and stakeholder input
- Participate in FAST Act related trainings and workshops
- Review MTP items that are the responsibility of the MPO staff; begin implementation as appropriate.
- Work with transit providers in the region to implement 5307 formula study recommendations; assist providers with any changes in federal or state funding programs and five-year CTSPs as needed.
- Work with interested MPO member jurisdictions to provide walkability analysis and identify pedestrian improvements recommendations (to be incorporated as part of the CTP plan update)
- Coordinate with private freight carriers in the region to identify major freight needs in the region including key corridors, bottlenecks, truck parking issues and potential projects where NCDOT/FBRMPO can facilitate cooperation; incorporate their plans into CTP
- Coordinate with private rail companies and intermodal facilities in the region and identify potential projects where NCDOT/FBRMPO can facilitate cooperation.
- Review existing federal functionally classified roads for improvement at the next opportunity for changes
- Mapping in support of TIP, Merger, Long Range Planning, Prioritization, and any background material for the Board, Committees, workgroups, and the public.

II-B-3 Special Studies Ops: \$ 5808 Pass-Thru: \$ 0

STBG Flex: \$509640 Total: \$ 515448

- The FBRMPO staff will assist subgrantee members with reporting requirements and maintain the budgets for projects funded through this UPWP category.

- o The projects expected to have a carry over from previous STBG Flex fund balance awards are the City of Asheville Transit Master Plan, Buncombe County Bent Creek Study (Phase 2); 5307 Formula Study, Asheville Bike Share Study and TDM Program

Six projects are included as part of the new STBG agreement to flex a part of our allocation to planning (PL) funds. The current agreement is for \$150,000/year, beginning in Federal Fiscal year 2015, and continuing into fiscal year 2017, the time period for this work program, and future years. Overall the MPO will program \$392,712 of those federal funds for FY 2016-2017, with \$116,928 in local match. Projects were selected in a competitive process and include:

Buncombe County: Bent Creek Greenway Study Phase 2 \$7600 Local, \$30400 PL, Total \$38000

The Bent Creek Greenway Study will fill in the gap between Hominy Creek Park and I-26 at Brevard Road/Exit 33 not covered by the NCDOT funded study along I-26 tied to the I-4700 project. Funding amounts programed are at 80% the original total funding amount, with the anticipation that a portion of the project will be completed in FY 2016.

Land of Sky Regional Council/FBRMPO: TDM Coordinator \$11250 Local (State), \$45000 PL, Total \$56250

The Land of Sky/FBRMPO TDM Coordinator will continue building the Regional TDM program, picking up some TDM initiatives discontinued by the City of Asheville 5 years ago and adding new ones. Expansion of the existing TDM program is called for in the 2035 LRTP, and this position will be the beginning point to return to that goal. Funds are also included to support the TDM program's outreach efforts.

Land of Sky Regional Council/FBRMPO: Transit 5307 Allocation and Eligibility Study \$13878 Local, \$55512 PL, Total \$69390

The Regional Transit Operators Workgroup of the FBRMPO requested that a study be done on the region's sub-allocation formula for Urban Transit (Section 5307) funds. This study was requested due to problems with incorporating new transit providers into the current sub-allocation formula. Recently, several formerly rural transit providers have become eligible for urban transit funds and have requested to

become sub-recipients or require assistance to see if becoming a sub-recipient is worthwhile for their system. This study will include a recommendation for a new formula, an estimate of the number of trips provided within the urbanized area by each provider, recommendations for data tracking, methods for comparing systems performance, and any stakeholder involvement necessary.

Funding amounts programed are at 80% the original total funding amount, with the anticipation that a portion of the project will be completed in FY 2016.

City of Asheville: Transit Master Plan \$19200 Local, \$76800 PL Flex, Total: \$96000

The City of Asheville was awarded STBG funding flexed to MPO PL funds from the FBRMPO to update their Transit Master Plan. Asheville's last Transit Plan was adopted in 2009 and, since that time, Asheville Transit has undergone several major changes, including the removal and addition of several new routes. This plan will guide how Asheville Transit can best serve the public for the next 5 – 10 years and will examine possible collaborations with transit partners in the region. The City of Asheville will be responsible for managing the project. Funding amounts programed are at 80% the original total funding amount, with the anticipation that a portion of the project will be completed in FY 2018.

City of Asheville: Bike Share Study \$25000 Local, \$25000 PL Flex, Total: \$50000

The City of Asheville was awarded STBG funding flexed to MPO PL funds from the FBRMPO to initiate a Bike Share Feasibility Study. This will be a comprehensive study of the concept of a bike share system for Asheville. The study would assess existing conditions and determine whether they are conducive to providing a bike share system for use in the city.

City of Asheville: Biltmore Avenue Feasibility Study \$40000 Local, \$160000 PL Flex, Total: \$200000

The City of Asheville was awarded STBG funding flexed to MPO PL funds from the FBRMPO to initiate a Biltmore Avenue Feasibility Study in coordination with McDowell Feasibility Study. This study will consider complete streets improvements for Biltmore Avenue between College Street and All Souls Crescent and Asheland Street/McDowell Street corridor between Hilliard Ave and All Souls Crescent, as well as Southside Avenue between McDowell and Biltmore Ave and other important linkages between and along those two corridors . The study will examine current and projected traffic patterns along those corridors, and the feasibility of changing travel lane configurations to add bicycle and pedestrian improvements.

III-A Unified Planning Work Program

The single task within this category relates to the preparation and monitoring of the MPO Unified Planning Work Program, and preparation of quarterly reports, the annual report, and requests for reimbursement.

Programmed Amount: \$15486

4.00% of staff budget

III-A-1 Planning Work Program Total: \$ 11615

- The French Broad River MPO will develop a Planning Work Program (PWP) with the guidance of the Technical Coordinating Committee (TCC) and MPO Board; Present the UPWP for approval to the Transportation Advisory Committee and the NCDOT Transportation Planning Branch.
- Actively manage the progress of consultants engaged in completing UPWP tasks.
- Develop the FY 2017-FY 2021 Planning Work Program Calendar.

III-A-2 Metrics and Performance Measures Total: \$ 3871

- Prepare quarterly reports, the annual report, and requests for reimbursement.
- Develop an approach for tracking PWP item metrics for staff.

III-B Transportation Improvement Program

This category relates directly to the identification and prioritization of transportation improvement projects within the MPO area on an on-going basis, coordination of the MTIP with the STIP and SPOT processes, the development of the MTIP, and processing of MTIP amendments.

Programmed Amount: \$55171

14.25% of staff budget

III-B-1 Prioritization Total: \$ 31941

- Maintenance of a prioritized needs list (PNL--Now the SPOT Prioritization list) of potential STIP projects with needs statements, across modes as appropriate.
- Work with subcommittee to update and improve local prioritization process for SPOT and STBG/TA projects.
- Data, Maps and Resolutions for STIP Project Recommendations as needed.
- Attendance of any STIP- or SPOT-related meetings.
- Gathering and entry of data required for SPOT ranking of projects.

III-B-2 Metropolitan TIP Total: \$ 7744

- Work cooperatively with NCDOT and other partner agencies to review and comment on Draft STIP
- Work cooperatively with NCDOT and other partner agencies to review final STIP and review and adopt the corresponding metropolitan area TIP.
- Review and refine schedules and descriptions for TIP projects in the Draft TIP.
- Coordinate meaningful public involvement in the TIP process and in review of the TIP.

III-B-3 Merger/Project Development Total: \$ 15486

- Review design issues for TIP Projects and provide comments to appropriate agencies.
- Participate in the environmental study process for TIP projects and provide an MPO representative on NEPA/401 Merger Teams.
- Monitor the public involvement process for TIP projects and ensure adequate community input; assist PDEA as requested.
- Continue participation in I-26 Connector workgroup meetings and I-26 corridor planning for A-10, I-2513, I-4400, and I-4700.
- Assist the Asheville Regional Airport with project development for SPOT prioritization as needed.
- Assist The City of Asheville with STBG projects including U-5019, U-5189, and U-5190.

III-C. Civil Rights Compliance (Title VI) and Other Regulatory Requirements

Tasks within this category relate to the goal of integrating public involvement and context sensitivity into every aspect of the MPO

Programmed Amount: \$33297

8.60% of staff budget

III-C-1 Title VI Compliance Total: \$ 3871

- Conduct ongoing analysis of all MPO planning activities for compliance with Title VI of the Civil Rights Act of 1964; 49 CFR part 21.
- Initiate Title VI Plan update for the FBRMPO (last updated in the fall of 2012)

III-C-2 Environmental Justice Total: \$ 7744

- Update of maps used for transit planning with ACS data from the US Census, as available, to include low-moderate income, English as second language, elderly, young, and zero vehicle populations.
- Analyze MTP and TIP amendments for compliance with environmental justice goals and regulations.

III-C-3 Minority Business Enterprise Planning Total: \$ 387

- Encourage the participation of minority-owned business enterprises in contractual and supply opportunities on an ongoing basis.
- Participate in Minority Enterprise Development of WNC meetings as appropriate.

III-C-4 Planning for Elderly Total: \$ 1936

- Coordinate with Area Agency on Aging and other community stakeholders to identify relevant aging issues for the CTP, MTP Amendments and other transportation planning documents

III-C-5 Safety/Drug Control Planning Total: \$ 0

- Nothing programmed for MPO staff this FY.

III-C-6 Public Involvement Total: \$ 19359

- Develop outreach efforts for effectively communicating with the community about transportation planning and projects.
- Update website, social media, and outreach materials to make them more useful, including translation of documents and materials as needed.
- Place advertisements in media outlets as required by Public Participation Plan.
- Respond to interview and data requests from the media & public.
- Ensure compliance with North Carolina general statutes regarding open meetings and public records.
- Support of Citizens' Advisory Committee and related issues.
- Expand ability to provide data to member governments and the public.

III-C-7 Private Sector Participation Total: \$ 0

- Nothing programmed for MPO staff this FY

III-D. Statewide and Extra-Regional Planning

Tasks within this category relate to the unique role that the MPO plays within our region and illustrate the broad impacts of transportation on the built and natural environment, and includes working to understand and help craft planning policy and standards at the statewide level.

Programmed Amount: \$54203

14.00% of staff budget

III-D Statewide and Extra-Regional Planning Total: \$ 54203

- Coordinate with other regional, state and federal agencies involved in transportation planning activities; monitor federal and state legislation.
- Coordinate with the RPO, transit providers, and other agencies.
- Participate in the North Carolina Association of MPOs and attend ongoing statewide meetings to discuss transportation planning issues.
- Participate in working groups, subcommittees, or task forces associated with NCDOT or other government agencies or statewide professional associations such as NCSITE, NCURISA, NCAPA, WTS, et cetera.
- Participate in state and national conference planning: NCAPA (Asheville September 2014), NC Bike Summit (Asheville September 2014), TRB

III-E. Management and Operations

This category relates to the on-going administrative responsibilities related to the MPO, including support of both the Transportation Coordinating Committee and the MPO Board.

Programmed Amount: \$85177

22.00% of staff budget

III-E Management Ops, Program Support Admin Total: \$ 85177

- Provide direct support to the MPO Governing Board, Technical Coordinating Committee (TCC), Prioritization Subcommittee and Citizens Advisory Committee, including agenda preparation and circulation, preparation of minutes, and scheduling, notification, venue setup and breakdown, and facilitation of meetings.
- Procure supplies related to transportation planning activities.
- Support staff training and development.
- Cover direct costs associated with MPO administration.
- Maintain adequate files and records for the MPO.

FTA TASK NARRATIVE TABLE

I- MPO	French Broad River MPO																
2- FTA Code	442400																
3- Task Code	II-A-1																
4- Title	Networks and Support Systems																
5- Task Objective	The Transit System Data task will supply reliable information to analyze, evaluate, and forecast service delivery. The data are necessary to describe the current system and plan future endeavors. Moreover, the data can be employed in scenario building and alternatives analysis, together with ridership projections and transit demand forecasting using the MPO's regional travel demand forecasting model.																
6- Tangible Product Expected	Using fare box data and APC data ridership reports, route performance analyses are produced on an on-going basis. Continue to investigate APC ridership data with Farebox data and manual counts for ridership data reporting. Further developing performance measures and standards using these data allows for improved monitoring of service delivery and ridership goals. In Jan. 2017 service improvements are planned as a result of an updated Transit Master Plan effort currently underway, as part of the yearly route analysis and maintenance. Analysis of the new service along with developing future phases of TMP implementation will be produced in the course of this year. These data products will be used to increase the usability of the transit system for customers. Along with IT department, the development of geospatial data (bus-stops and routes) will be maintained and used to update the General Transit Feed Specification (GTFS). These same data will be used to maintain and update Google Transit and APC system and AVA system. In addition, the AVL system implemented in FY14 will be maintained. The new transit website has the route maps and schedules, this will be updated as routes change. In addition to supporting service delivery data will be produced to update the maps and schedules. A Regional Transit Operators Group meets to discuss and manage regional transit data.																
7- Expected Completion Date of Products	<table border="0"> <tr> <td>Reports and analyses</td> <td>Ongoing</td> </tr> <tr> <td>Database Maintenance</td> <td>Ongoing</td> </tr> <tr> <td>Transit Master Plan route changes</td> <td>Ongoing</td> </tr> <tr> <td>AVL launch data maintenance</td> <td>Ongoing</td> </tr> <tr> <td>Google, APC, AVA GTFS data maintenance</td> <td>Ongoing</td> </tr> <tr> <td>NTD passenger miles report</td> <td>October 2016</td> </tr> <tr> <td>Regional Transit Operators Group</td> <td>Every two months</td> </tr> <tr> <td>Present data via Maps</td> <td>Ongoing</td> </tr> </table> <p>(to include Ridership, Geocoded Passengers, Asset Locations, Routes, & System Map)</p>	Reports and analyses	Ongoing	Database Maintenance	Ongoing	Transit Master Plan route changes	Ongoing	AVL launch data maintenance	Ongoing	Google, APC, AVA GTFS data maintenance	Ongoing	NTD passenger miles report	October 2016	Regional Transit Operators Group	Every two months	Present data via Maps	Ongoing
Reports and analyses	Ongoing																
Database Maintenance	Ongoing																
Transit Master Plan route changes	Ongoing																
AVL launch data maintenance	Ongoing																
Google, APC, AVA GTFS data maintenance	Ongoing																
NTD passenger miles report	October 2016																
Regional Transit Operators Group	Every two months																
Present data via Maps	Ongoing																
8- Previous Work	The reports and system analysis commenced in FY 2002 and will be continued to provide the opportunity for trend development. Between 2008-2012, all bus stops, all schedules, and all routings have been analyzed, evaluated, and changes implemented as a part of the Transit Master Plan process. Updates and adjustment to specific routes to improve route connectivity. Stops and schedules continued to be improved in 2012-2014. An AVL contract was completed in 2014, including SMS transit stop signs and installation of LED signage. General Transit Feed Specification (GTFS) feed has been standardized and provided to Google and the AVL vendor for online route planning for the public, at least 5 updates to feed were supplied.																
9- Prior FTA Funds	\$37,798.69 over past 3 fiscal years in 5303																
10- Relationship	The City of Asheville Planning Department and Transportation Management Division will work together to integrate transit into land use plans and other city services.																
11- Agency	City of Asheville Transportation Planning Management Division and Information Technology Department will work together to maintain the data.																
12- HPR - Highway - NCDOT 20%																	
13- HPR - Highway - F11WA 80%																	
14- Section 104 (f) PI, Local 20%																	
15- Section 104 (f) P I FHWA 80%																	
16- Section 5303 Local 10%	\$1,890.00																
17- Section 5303 NCDOT 10%	\$1,890.00																
18- Section 5303 FTA 80%	\$15,120.00																
19- Section 5307 Transit - Local 10%																	
20- Section 5307 Transit - NCDOT 10%	\$																
21- Section 5307 Transit - FTA 80%	\$																
22- Additional Funds - Local 100%																	
Programmed Funds \$18900 25.20% of 5303 budget																	

FTA TASK NARRATIVE TABLE

I- MPO	French Broad River MPO
2- FTA Code	442301
3- Task Code	II-A-2
4- Title	Travelers and Behavior
5- Task Objective	Land use and demographic data analyses will be undertaken to describe current transit service areas. Demographic analyses will be used to analyze, evaluate, and forecast service delivery. The data can be employed in scenario building and alternatives analysis, together with ridership data to augment the travel demand forecasting model. Review development projects as part of the development review process.
6- Tangible Product Expected	The data will be employed to support operations management, route structure, and service delivery. Further, data will guide long-range transportation policies, plans, and TIP development. Attend TRC meetings
7- Expected Completion Date of Products	Data Processing On-going Service Demand Analyses On-going Route Schedule Development On-going Route Map Development On-going Development review process On-going Street furniture planning and maintenance On-going Paratransit services planning On-going Transit Master Plan implementation On-going Marketing and outreach On-going Event Planning On-going TIP development March-Sept. 15/16 Integration with Land Use Policies On-going TRC meetings Monthly
8- Previous Work	Data will be incorporated to prepare trend analyses. All routes adjusted and updated. Schedule and maps printed. Participate in the development review process and review shelters constructed by developers as needed. Working with event office to limit delays on transit caused by special events.
9- Prior FTA Funds	\$9,450.47 over past 3 fiscal years in 5303
10- Relationship	The City of Asheville Planning Department, NCDOT-TPB, and Transportation Planning Management Division will work together to utilize this data.
11- Agency	City of Asheville Transportation Planning Management Division
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	\$473.00
17- Section 5303 NCDOT 10%	\$472.00
18- Section 5303 FTA 80%	\$3,780.00
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	
	Programmed Funds \$4725 6.30% of 5303 budget

FTA TASK NARRATIVE TABLE

I- MPO	French Broad River MPO
2- FTA Code	442301
3- Task Code	II-B-2
4- Title	Regional Planning
5- Task Objective	The Transit Element of the LRTP task seeks to explore long-range goals and objectives of transit service. Alternatives in service delivery by capital acquisitions, land use policy, and transportation policy are investigated providing direction for the transit system. Furthermore, existing problems are examined to develop strategies to capitalize on the systems and community's needs, goals, and resources.
6- Tangible Product Expected	Continued implementation of the transit master plan. The City of Asheville is developing a Multimodal Transportation Plan vision/long range plan to integrate the transportation modes, work toward implementing this plan. Meet with Regional Transit Operators to prioritize regional transit projects. Attend TCC (Technical Coordinating Committee) meetings. Coordinate 5307 funding with Henderson County, Buncombe County and Haywood County. Draft of initial framework for regional transit agency to provide regional express bus and vanpool service as funding can be identified.
7- Expected Completion Date of Products	Implementation of LRTP On-going Implementation of the Transit Master Plan – future phases Ongoing Multimodal Transportation Plan implementation - on going Update of TMP with Regional Transit Component - Spring 2017 Regional Transit Operators Group – Every two months TCC meetings Monthly
8- Previous Work	Completed and implemented the TDM Plan. On-going coordination between land use planning and transit.
9- Prior FTA Funds	\$4,049.29 in 5303 & \$160,000 in 5307 over past 3 fiscal years
10- Relationship	The City of Asheville Planning Department, French Broad River MPO, and the Transportation Planning Management Division will work together to implement the LRTP, with special consideration given to transit's role in air quality planning.
11- Agency	City of Asheville Transportation Planning Management Division.
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	\$202.00
17- Section 5303 NCDOT 10%	\$203.00
18- Section 5303 FTA 80%	\$1,620.00
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	
Programmed Funds \$2025 2.70% of 5303 budget	

FTA TASK NARRATIVE TABLE

I- MPO	French Broad River MPO
2- FTA Code	442100
3- Task Code	III-A-1
4- Title	Planning Work Program
5- Task Objective	The Planning Work Program is an assemblage of tasks that are programmed and scheduled. It services as a template to organize projects, work tasks, and planning priorities. It describes all transit-related planning activities anticipated during the next year. Planning activities will be coordinated with Henderson County transit system.
6- Tangible Product Expected	The Planning Work Program will be researched and prepared for FY 2018.
7- Expected Completion Date of Products	December 1, 2016
8- Previous Work	The Planning Work Program is updated annually to program and schedule work tasks for the upcoming fiscal year.
9- Prior FTA Funds	\$2,700.59 over past 3 fiscal years in 5303
10- Relationship	The Transportation Planning Management Division will coordinate other city, state, and federal transportation plans.
11- Agency	City of Asheville Transportation Planning Management Division.
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	\$135.00
17- Section 5303 NCDOT 10%	\$135.00
18- Section 5303 FTA 80%	\$1,080.00
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	
	Programmed Funds \$1350 1.80% of 5303 budget

FTA TASK NARRATIVE TABLE

I- MPO	French Broad River MPO
2- FTA Code	442500
3- Task Code	III-B-2
4- Title	Transportation Improvement Program
5- Task Objective	The Transportation Improvement Program task seeks to program long-range goals and objectives of transit service. Alternatives in service delivery by capital acquisitions, land use policy, and transportation policy are investigated to improve the transit system. Furthermore, existing problems are examined to develop strategies to enhance transit service.
6- Tangible Product Expected	The Transportation Improvement Program will be researched and prepared for FY 2017-2018.
7- Expected Completion Date of Products	June 2017 and as needed
8- Previous Work	The Transportation Improvement Program is updated annually to program and schedule capital improvements for the upcoming fiscal year.
9- Prior FTA Funds	\$10,799.17 over past 3 fiscal years in 5303
10- Relationship	The Transportation Planning Management Division will coordinate other city, state, and federal transportation plans. The TIP will also be coordinated with Henderson County's TIP as part of the sub recipient agreement.
11- Agency	City of Asheville Transportation Planning Management Division.
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	\$540.00
17- Section 5303 NCDOT 10%	\$540.00
18- Section 5303 FTA 80%	\$4,320.00
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	
	Programmed Funds \$5400 7.20% of 5303 budget

FTA TASK NARRATIVE TABLE

I- MPO	French Broad River MPO
2- FTA Code	442700
3- Task Code	III-C-1
4- Title	Title VI
5- Task Objective	Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in all federally assisted programs. The City of Asheville's seeks to identify and address impacts borne disproportionately by members of minority and low-income communities, in relation to transit services. Environmental justice plays a large role in the delivery public transportation and this factor is taken into account all transit projects. City of Asheville will work to ensure our Subrecipients comply with Title VI. Managing DBE program including semiannual award report, quarterly ARRA award report and development of 3 year goal.
6- Tangible Product Expected	Implement the 2014 Title VI submittal which includes the Limited English Proficiency and the Public Participation Plan. Individual projects involving land use and site design will be evaluated with public mobility issues in mind. Update Title VI Program by June 2017. Submit DBE wards semiannual and prepare updated Program by August 2016. Ensure Master Agreement federal requirements included in all FTA funded bids.
7- Expected Completion	DBE Award report Nov. 2016
Date of Products	DBE Award report May 2017
	DBE Program submittal August 2016
	Title VI related activities Ongoing
	LEP related activities Ongoing
	Title VI Program submit by June 2017
8- Previous Work	Title VI Program updated in June 2014, which included Outreach efforts and Data analysis. DBE program update July 2013 and Award reports submitted as required. Prepared DBE and monitor goals and federal requirements for numerous bids.
9- Prior FTA Funds	\$13,499.76 over past 3 fiscal years in 5303
10- Relationship	The Transportation Planning Management Division will coordinate other city transportation programs to ensure public mobility issues are addressed.
11- Agency	City of Asheville Transportation Planning Management Division.
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	\$675.00
17- Section 5303 NCDOT 10%	\$675.00
18- Section 5303 FTA 80%	\$5,400.00
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	
	Programmed Funds \$6750 9.00% of 5303 budget

FTA TASK NARRATIVE TABLE

I- MPO	French Broad River MPO
2- FTA Code	442700
3- Task Code	III-E
4- Title	Management & Operations
5- Task Objective	Operation planning provides a transit system with efficient, effective service. This is accomplished by schedule and route setting, accompanied by scheduling alternative investigations. Analysis of socioeconomic variables allows efficient service delivery and discovery of potential and underserved riders. Operations training is included here.
6- Tangible Product Expected	Operations planning includes the design of new routes and scheduling. As part of the maintaining, adjusting and expanding the master plan routes headways, cycletime, boarding/alighting and ridership analysis is reviewed to produce accurate and efficient routes. Continued installing of new bus stop signs that reflect the new image and brand. Operations planning will also encompass the facilitation of public meetings and Transit Commission meetings. Additionally, planning will be integrated with operations through greater involvement in scheduling, run cutting, purchasing, and service delivery problem solving. Training is vital to keep staff informed and up to date with new information, regulations and technology. Communicate to regional transit providers through the Regional Transit Operators Group meetings.
7- Expected Completion Date of Products	Planning On going Transit Marketing On going Public Involvement / Customer Service On going Transit Commission Meets Monthly Travel / Training On going Operation's training On-going Federal Grant Application As available Local Funding Opportunities On going Regional Transit Operators Group Every two months
8- Previous Work	Operations and management issues are performed on a continual basis. The Transit Master Plan updates and adjustments continue to be made with intense coordination between management and operations staff.
9- Prior FTA Funds	\$34,865.81 in 5303 funds & \$4800 in 5307 over past 3 fiscal years
10- Relationship	The Transportation Planning Management Division will coordinate other city, State, and federal programs to produce efficient, effective transit service.
11- Agency	City of Asheville Transportation Planning Management Division; Mountain Mobility; Apple Country Transit.
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	\$1,740.00
17- Section 5303 NCDOT 10%	\$1,740.00
18- Section 5303 FTA 80%	\$13,920.00
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	

Programmed Funds \$17400 23.20% of 5303 budget

FTA TASK NARRATIVE TABLE

I- MPO	French Broad River MPO
2- FTA Code	442700
3- Task Code	III-E
4- Title	Program Support Administration
5- Task Objective	Program Administration encompasses a multitude of reporting and managerial functions. This includes report preparation for federal, state, and local bodies. Part of administration is to prepare all the documentation for capital purchasing. This task includes Henderson County, Buncombe County and Haywood County planning activities. Monitor Drug and Alcohol Program of sub-recipients and sub-contractors.
6- Tangible Product Expected	Quarterly, yearly, and grant progress reports will be prepared for the FY 2017. Transit Master Plan bid release in FY 16 and update completed in FY 17.
7- Expected Completion Date of Products	5303 Program Quarterly Report On-going Annual NTD Report October 2016 NTD Safety and Security Report Monthly Op Stats Report Monthly FTA Milestone Quarterly Reports Quarterly Subcontractor Oversight On-going Henderson County planning activities on-going Receive Drug & Alcohol test reports monthly and quarterly Review D & A records of subs twice a year DAMIS reporting March 2015 Transit Master Plan update June 2016
8- Previous Work	Program Support Administration is performed on a continual basis. Monitoring Drug and Alcohol Program of our sub-recipients and sub-contractors occurred.
9- Prior FTA Funds	\$36,926.22 in 5303 & \$230,000 in 5307 over past 3 fiscal years
10- Relationship	The Transportation Planning Management Division will coordinate other city, state, and federal transportation programs to produce efficient, effective transit service.
11- Agency	City of Asheville Transportation Management Division and Henderson County Planning Department.
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	\$1,845.00
17- Section 5303 NCDOT 10%	\$1,845.00
18- Section 5303 FTA 80%	\$14,760.00
19- Section 5307 Transit - Local 10%	\$32,500
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	\$130,000
22- Additional Funds - Local 100%	
	Programmed 5303 Funds \$18450 24.60% of 5303 budget
	Programmed 5307 Funds \$162500 100.00% of 5307 budget

FTA TASK NARRATIVE TABLE

I- MPO	French Broad River MPO																
2- FTA Code	442400																
3- Task Code	II-A-1																
4- Title	Networks and Support Systems																
5- Task Objective	The Transit System Data task will supply reliable information to analyze, evaluate, and forecast service delivery. The data are necessary to describe the current system and plan future endeavors. Moreover, the data can be employed in scenario building and alternatives analysis, together with ridership projections and transit demand forecasting using the MPO's regional travel demand forecasting model.																
6- Tangible Product Expected	Using fare box data and APC data ridership reports, route performance analyses are produced on an on-going basis. Continue to investigate APC ridership data with Farebox data and manual counts for ridership data reporting. Further developing performance measures and standards using these data allows for improved monitoring of service delivery and ridership goals. In Jan. 2017 service improvements are planned as a result of an updated Transit Master Plan effort currently underway, as part of the yearly route analysis and maintenance. Analysis of the new service along with developing future phases of TMP implementation will be produced in the course of this year. These data products will be used to increase the usability of the transit system for customers. Along with IT department, the development of geospatial data (bus-stops and routes) will be maintained and used to update the General Transit Feed Specification (GTFS). These same data will be used to maintain and update Google Transit and APC system and AVA system. In addition, the AVL system implemented in FY14 will be maintained. The new transit website has the route maps and schedules, this will be updated as routes change. In addition to supporting service delivery data will be produced to update the maps and schedules. A Regional Transit Operators Group meets to discuss and manage regional transit data.																
7- Expected Completion Date of Products	<table border="0"> <tr> <td>Reports and analyses</td> <td>Ongoing</td> </tr> <tr> <td>Database Maintenance</td> <td>Ongoing</td> </tr> <tr> <td>Transit Master Plan route changes</td> <td>Ongoing</td> </tr> <tr> <td>AVL launch data maintenance</td> <td>Ongoing</td> </tr> <tr> <td>Google, APC, AVA GTFS data maintenance</td> <td>Ongoing</td> </tr> <tr> <td>NTD passenger miles report</td> <td>October 2016</td> </tr> <tr> <td>Regional Transit Operators Group</td> <td>Every two months</td> </tr> <tr> <td>Present data via Maps</td> <td>Ongoing</td> </tr> </table> <p>(to include Ridership, Geocoded Passengers, Asset Locations, Routes, & System Map)</p>	Reports and analyses	Ongoing	Database Maintenance	Ongoing	Transit Master Plan route changes	Ongoing	AVL launch data maintenance	Ongoing	Google, APC, AVA GTFS data maintenance	Ongoing	NTD passenger miles report	October 2016	Regional Transit Operators Group	Every two months	Present data via Maps	Ongoing
Reports and analyses	Ongoing																
Database Maintenance	Ongoing																
Transit Master Plan route changes	Ongoing																
AVL launch data maintenance	Ongoing																
Google, APC, AVA GTFS data maintenance	Ongoing																
NTD passenger miles report	October 2016																
Regional Transit Operators Group	Every two months																
Present data via Maps	Ongoing																
8- Previous Work	The reports and system analysis commenced in FY 2002 and will be continued to provide the opportunity for trend development. Between 2008-2012, all bus stops, all schedules, and all routings have been analyzed, evaluated, and changes implemented as a part of the Transit Master Plan process. Updates and adjustment to specific routes to improve route connectivity. Stops and schedules continued to be improved in 2012-2014. An AVL contract was completed in 2014, including SMS transit stop signs and installation of LED signage. General Transit Feed Specification (GTFS) feed has been standardized and provided to Google and the AVL vendor for online route planning for the public, at least 5 updates to feed were supplied.																
9- Prior FTA Funds	\$37,798.69 over past 3 fiscal years in 5303																
10- Relationship	The City of Asheville Planning Department and Transportation Management Division will work together to integrate transit into land use plans and other city services.																
11- Agency	City of Asheville Transportation Planning Management Division and Information Technology Department will work together to maintain the data.																
12- HPR - Highway - NCDOT 20%																	
13- HPR - Highway - F11WA 80%																	
14- Section 104 (f) PI, Local 20%																	
15- Section 104 (f) P I FHWA 80%																	
16- Section 5303 Local 10%	\$1,890.00																
17- Section 5303 NCDOT 10%	\$1,890.00																
18- Section 5303 FTA 80%	\$15,120.00																
19- Section 5307 Transit - Local 10%																	
20- Section 5307 Transit - NCDOT 10%	\$																
21- Section 5307 Transit - FTA 80%	\$																
22- Additional Funds - Local 100%																	
Programmed Funds \$18900 25.20% of 5303 budget																	

FTA TASK NARRATIVE TABLE

I- MPO	French Broad River MPO
2- FTA Code	442301
3- Task Code	II-A-2
4- Title	Travelers and Behavior
5- Task Objective	Land use and demographic data analyses will be undertaken to describe current transit service areas. Demographic analyses will be used to analyze, evaluate, and forecast service delivery. The data can be employed in scenario building and alternatives analysis, together with ridership data to augment the travel demand forecasting model. Review development projects as part of the development review process.
6- Tangible Product Expected	The data will be employed to support operations management, route structure, and service delivery. Further, data will guide long-range transportation policies, plans, and TIP development. Attend TRC meetings
7- Expected Completion Date of Products	Data Processing On-going Service Demand Analyses On-going Route Schedule Development On-going Route Map Development On-going Development review process On-going Street furniture planning and maintenance On-going Paratransit services planning On-going Transit Master Plan implementation On-going Marketing and outreach On-going Event Planning On-going TIP development March-Sept. 15/16 Integration with Land Use Policies On-going TRC meetings Monthly
8- Previous Work	Data will be incorporated to prepare trend analyses. All routes adjusted and updated. Schedule and maps printed. Participate in the development review process and review shelters constructed by developers as needed. Working with event office to limit delays on transit caused by special events.
9- Prior FTA Funds	\$9,450.47 over past 3 fiscal years in 5303
10- Relationship	The City of Asheville Planning Department, NCDOT-TPB, and Transportation Planning Management Division will work together to utilize this data.
11- Agency	City of Asheville Transportation Planning Management Division
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	\$473.00
17- Section 5303 NCDOT 10%	\$472.00
18- Section 5303 FTA 80%	\$3,780.00
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	
	Programmed Funds \$4725 6.30% of 5303 budget

FTA TASK NARRATIVE TABLE

I- MPO	French Broad River MPO
2- FTA Code	442301
3- Task Code	II-B-2
4- Title	Regional Planning
5- Task Objective	The Transit Element of the LRTP task seeks to explore long-range goals and objectives of transit service. Alternatives in service delivery by capital acquisitions, land use policy, and transportation policy are investigated providing direction for the transit system. Furthermore, existing problems are examined to develop strategies to capitalize on the systems and community's needs, goals, and resources.
6- Tangible Product Expected	Continued implementation of the transit master plan. The City of Asheville is developing a Multimodal Transportation Plan vision/long range plan to integrate the transportation modes, work toward implementing this plan. Meet with Regional Transit Operators to prioritize regional transit projects. Attend TCC (Technical Coordinating Committee) meetings. Coordinate 5307 funding with Henderson County, Buncombe County and Haywood County. Draft of initial framework for regional transit agency to provide regional express bus and vanpool service as funding can be identified.
7- Expected Completion Date of Products	Implementation of LRTP On-going Implementation of the Transit Master Plan – future phases Ongoing Multimodal Transportation Plan implementation - on going Update of TMP with Regional Transit Component - Spring 2017 Regional Transit Operators Group – Every two months TCC meetings Monthly
8- Previous Work	Completed and implemented the TDM Plan. On-going coordination between land use planning and transit.
9- Prior FTA Funds	\$4,049.29 in 5303 & \$160,000 in 5307 over past 3 fiscal years
10- Relationship	The City of Asheville Planning Department, French Broad River MPO, and the Transportation Planning Management Division will work together to implement the LRTP, with special consideration given to transit's role in air quality planning.
11- Agency	City of Asheville Transportation Planning Management Division.
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	\$202.00
17- Section 5303 NCDOT 10%	\$203.00
18- Section 5303 FTA 80%	\$1,620.00
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	
Programmed Funds \$2025 2.70% of 5303 budget	

FTA TASK NARRATIVE TABLE

I- MPO	French Broad River MPO
2- FTA Code	442100
3- Task Code	III-A-1
4- Title	Planning Work Program
5- Task Objective	The Planning Work Program is an assemblage of tasks that are programmed and scheduled. It services as a template to organize projects, work tasks, and planning priorities. It describes all transit-related planning activities anticipated during the next year. Planning activities will be coordinated with Henderson County transit system.
6- Tangible Product Expected	The Planning Work Program will be researched and prepared for FY 2018.
7- Expected Completion Date of Products	December 1, 2016
8- Previous Work	The Planning Work Program is updated annually to program and schedule work tasks for the upcoming fiscal year.
9- Prior FTA Funds	\$2,700.59 over past 3 fiscal years in 5303
10- Relationship	The Transportation Planning Management Division will coordinate other city, state, and federal transportation plans.
11- Agency	City of Asheville Transportation Planning Management Division.
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	\$135.00
17- Section 5303 NCDOT 10%	\$135.00
18- Section 5303 FTA 80%	\$1,080.00
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	
	Programmed Funds \$1350 1.80% of 5303 budget

FTA TASK NARRATIVE TABLE

I- MPO	French Broad River MPO
2- FTA Code	442500
3- Task Code	III-B-2
4- Title	Transportation Improvement Program
5- Task Objective	The Transportation Improvement Program task seeks to program long-range goals and objectives of transit service. Alternatives in service delivery by capital acquisitions, land use policy, and transportation policy are investigated to improve the transit system. Furthermore, existing problems are examined to develop strategies to enhance transit service.
6- Tangible Product Expected	The Transportation Improvement Program will be researched and prepared for FY 2017-2018.
7- Expected Completion Date of Products	June 2017 and as needed
8- Previous Work	The Transportation Improvement Program is updated annually to program and schedule capital improvements for the upcoming fiscal year.
9- Prior FTA Funds	\$10,799.17 over past 3 fiscal years in 5303
10- Relationship	The Transportation Planning Management Division will coordinate other city, state, and federal transportation plans. The TIP will also be coordinated with Henderson County's TIP as part of the sub recipient agreement.
11- Agency	City of Asheville Transportation Planning Management Division.
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	\$540.00
17- Section 5303 NCDOT 10%	\$540.00
18- Section 5303 FTA 80%	\$4,320.00
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	
Programmed Funds \$5400 7.20% of 5303 budget	

FTA TASK NARRATIVE TABLE

I- MPO	French Broad River MPO
2- FTA Code	442700
3- Task Code	III-C-1
4- Title	Title VI
5- Task Objective	Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, or national origin in all federally assisted programs. The City of Asheville's seeks to identify and address impacts borne disproportionately by members of minority and low-income communities, in relation to transit services. Environmental justice plays a large role in the delivery public transportation and this factor is taken into account all transit projects. City of Asheville will work to ensure our Subrecipients comply with Title VI. Managing DBE program including semiannual award report, quarterly ARRA award report and development of 3 year goal.
6- Tangible Product Expected	Implement the 2014 Title VI submittal which includes the Limited English Proficiency and the Public Participation Plan. Individual projects involving land use and site design will be evaluated with public mobility issues in mind. Update Title VI Program by June 2017. Submit DBE wards semiannual and prepare updated Program by August 2016. Ensure Master Agreement federal requirements included in all FTA funded bids.
7- Expected Completion	DBE Award report Nov. 2016
Date of Products	DBE Award report May 2017
	DBE Program submittal August 2016
	Title VI related activities Ongoing
	LEP related activities Ongoing
	Title VI Program submit by June 2017
8- Previous Work	Title VI Program updated in June 2014, which included Outreach efforts and Data analysis. DBE program update July 2013 and Award reports submitted as required. Prepared DBE and monitor goals and federal requirements for numerous bids.
9- Prior FTA Funds	\$13,499.76 over past 3 fiscal years in 5303
10- Relationship	The Transportation Planning Management Division will coordinate other city transportation programs to ensure public mobility issues are addressed.
11- Agency	City of Asheville Transportation Planning Management Division.
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	\$675.00
17- Section 5303 NCDOT 10%	\$675.00
18- Section 5303 FTA 80%	\$5,400.00
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	
	Programmed Funds \$6750 9.00% of 5303 budget

FTA TASK NARRATIVE TABLE

I- MPO	French Broad River MPO
2- FTA Code	442700
3- Task Code	III-E
4- Title	Management & Operations
5- Task Objective	Operation planning provides a transit system with efficient, effective service. This is accomplished by schedule and route setting, accompanied by scheduling alternative investigations. Analysis of socioeconomic variables allows efficient service delivery and discovery of potential and underserved riders. Operations training is included here.
6- Tangible Product Expected	Operations planning includes the design of new routes and scheduling. As part of the maintaining, adjusting and expanding the master plan routes headways, cycletime, boarding/alighting and ridership analysis is reviewed to produce accurate and efficient routes. Continued installing of new bus stop signs that reflect the new image and brand. Operations planning will also encompass the facilitation of public meetings and Transit Commission meetings. Additionally, planning will be integrated with operations through greater involvement in scheduling, run cutting, purchasing, and service delivery problem solving. Training is vital to keep staff informed and up to date with new information, regulations and technology. Communicate to regional transit providers through the Regional Transit Operators Group meetings.
7- Expected Completion Date of Products	Planning On going Transit Marketing On going Public Involvement / Customer Service On going Transit Commission Meets Monthly Travel / Training On going Operation's training On-going Federal Grant Application As available Local Funding Opportunities On going Regional Transit Operators Group Every two months
8- Previous Work	Operations and management issues are performed on a continual basis. The Transit Master Plan updates and adjustments continue to be made with intense coordination between management and operations staff.
9- Prior FTA Funds	\$34,865.81 in 5303 funds & \$4800 in 5307 over past 3 fiscal years
10- Relationship	The Transportation Planning Management Division will coordinate other city, State, and federal programs to produce efficient, effective transit service.
11- Agency	City of Asheville Transportation Planning Management Division; Mountain Mobility; Apple Country Transit.
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	\$1,740.00
17- Section 5303 NCDOT 10%	\$1,740.00
18- Section 5303 FTA 80%	\$13,920.00
19- Section 5307 Transit - Local 10%	
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	
22- Additional Funds - Local 100%	

Programmed Funds \$17400 23.20% of 5303 budget

FTA TASK NARRATIVE TABLE

I- MPO	French Broad River MPO
2- FTA Code	442700
3- Task Code	III-E
4- Title	Program Support Administration
5- Task Objective	Program Administration encompasses a multitude of reporting and managerial functions. This includes report preparation for federal, state, and local bodies. Part of administration is to prepare all the documentation for capital purchasing. This task includes Henderson County, Buncombe County and Haywood County planning activities. Monitor Drug and Alcohol Program of sub-recipients and sub-contractors.
6- Tangible Product Expected	Quarterly, yearly, and grant progress reports will be prepared for the FY 2017. Transit Master Plan bid release in FY 16 and update completed in FY 17.
7- Expected Completion Date of Products	5303 Program Quarterly Report On-going Annual NTD Report October 2016 NTD Safety and Security Report Monthly Op Stats Report Monthly FTA Milestone Quarterly Reports Quarterly Subcontractor Oversight On-going Henderson County planning activities on-going Receive Drug & Alcohol test reports monthly and quarterly Review D & A records of subs twice a year DAMIS reporting March 2015 Transit Master Plan update June 2016
8- Previous Work	Program Support Administration is performed on a continual basis. Monitoring Drug and Alcohol Program of our sub-recipients and sub-contractors occurred.
9- Prior FTA Funds	\$36,926.22 in 5303 & \$230,000 in 5307 over past 3 fiscal years
10- Relationship	The Transportation Planning Management Division will coordinate other city, state, and federal transportation programs to produce efficient, effective transit service.
11- Agency	City of Asheville Transportation Management Division and Henderson County Planning Department.
12- HPR - Highway - NCDOT 20%	
13- HPR - Highway - F11WA 80%	
14- Section 104 (f) PI, Local 20%	
15- Section 104 (f) P I FHWA 80%	
16- Section 5303 Local 10%	\$1,845.00
17- Section 5303 NCDOT 10%	\$1,845.00
18- Section 5303 FTA 80%	\$14,760.00
19- Section 5307 Transit - Local 10%	\$32,500
20- Section 5307 Transit - NCDOT 10%	
21- Section 5307 Transit - FTA 80%	\$130,000
22- Additional Funds - Local 100%	
	Programmed 5303 Funds \$18450 24.60% of 5303 budget
	Programmed 5307 Funds \$162500 100.00% of 5307 budget

FTA CODE	TASK CODE	TASK DESCRIPTION	MPO Planning and Admin - PL104			Transit Planning - 5303				SECTION 5307				TIGER II			STBG Flex Funds				
			Local 20%	Federal 80%	TOTAL	Local (10%)	State (10%)	Federal (80%)	Fund Total	Local	State	FTA 80%	5307 Total	Local	Federal	TIGER	Project	Local	Federal	STP-DA Flex Total	
	II-A	Data and Planning Support	\$ 9,021	\$ 36,084	\$ 45,105	\$2,363	\$2,362	\$18,900	\$23,625								Asheville Transit Master Plan	\$19,200	\$76,800	\$96,000	
44.24.00	II-A-1	Networks and Support Systems	\$ 3,872	\$ 15,487	\$ 19,359	\$1,890	\$1,890	\$15,120	\$18,900								Bent Creek Greenway Study	\$7,600	\$30,400	\$38,000	
44.23.01	II-A-2	Travelers and Behavior	\$ 4,375	\$ 17,500	\$ 21,875	\$473	\$472	\$3,780	\$4,725								5307 Transit Allocation Study	\$13,878	\$55,512	\$69,390	
44.23.02	II-A-3	Transportation Modeling	\$ 774	\$ 3,097	\$ 3,871												TDM Coordinator	\$11,250	\$45,000	\$56,250	
	II-B	Planning Process	\$ 19,746	\$ 78,982	\$ 98,728	\$202	\$203	\$1,620	\$2,025								Asheville Bike Share Study	\$25,000	\$25,000	\$50,000	
44.23.02	II-B-1	Targeted Planning	\$ 9,292	\$ 37,168	\$ 46,460												Biltmore Avenue Feasibility Study	\$40,000	160,000	200,000	
44.23.01	II-B-2	Regional Planning	\$ 9,292	\$ 37,168	\$ 46,460	\$202	\$203	\$1,620	\$2,025												
44.27.00	II-B-3	Special Studies	1,162	\$ 4,646	\$ 5,808																
	III-A	Planning Work Program	\$ 3,097	\$ 12,389	\$ 15,486	\$135	\$135	\$1,080	\$1,350												
44.21.00	III-A-1	Planning Work Program	\$ 2,323	\$ 9,292	\$ 11,615	\$135	\$135	\$1,080	\$1,350												
44.24.00	III-A-2	Metrics and Performance Measures	\$ 774	\$ 3,097	\$ 3,871																
	III-B	Transp. Improvement Plan	\$ 11,034	\$ 44,137	\$ 55,171	\$540	\$540	\$4,320	\$5,400												
44.25.00	III-B-1	Prioritization	\$ 6,388	\$ 25,553	\$ 31,941																
44.25.00	III-B-2	Metropolitan TIP	\$ 1,549	\$ 6,195	\$ 7,744	\$540	\$540	\$4,320	\$5,400												
44.25.00	III-B-3	Merger/Project Development	\$ 3,097	\$ 12,389	\$ 15,486																
	III-C	Cvl Rgts. Cmp./Otr .Reg. Reqs.	\$ 6,659	\$ 26,638	\$ 33,297	\$675	\$675	\$5,400	\$6,750												
44.27.00	III-C-1	Title VI Compliance	\$ 774	\$ 3,097	\$ 3,871	\$675	\$675	\$5,400	\$6,750												
44.27.00	III-C-2	Environmental Justice	\$ 1,549	\$ 6,195	\$ 7,744																
44.27.00	III-C-3	Minority Business Enterprise Planning	\$ 77	\$ 310	\$ 387																
44.27.00	III-C-4	Planning for the Elderly	\$ 387	\$ 1,549	\$ 1,936																
44.27.00	III-C-5	Safety/Drug Control Planning	\$ -	\$ -	\$ -																
44.27.00	III-C-6	Public Involvement	\$ 3,872	\$ 15,487	\$ 19,359																
44.27.00	III-C-7	Private Sector Participation	\$ -	\$ -	\$ -																
	III-D	Statewide & Extra-Regional Planning	\$ 10,841	\$ 43,362	\$ 54,203	\$0	\$0	\$0	\$0												
44.27.00	III-D-1	Statewide & Extra-Regional Planning	\$ 10,841	\$ 43,362	\$ 54,203																
	III-E	Management Ops, Program Suppt Admin	\$ 17,037	\$ 68,140	\$ 85,177	\$3,585	\$3,585	\$28,680	\$35,850	\$32,500	\$0	\$130,000	\$162,500								
44.27.00		Management Operations	\$ 17,037	\$ 68,140	\$ 85,177	\$1,740	\$1,740	\$13,920	\$17,400	\$0	\$0	\$0	\$ -								
44.27.00		Program Support Administration	\$ -	\$ -	\$ -	\$1,845	\$1,845	\$14,760	\$18,450	\$32,500	\$ -	\$130,000	\$162,500								
		TOTALS	\$ 77,435	\$ 309,732	\$ 387,167	\$7,500	\$7,500	\$60,000	\$75,000	\$32,500	\$0	\$130,000	\$162,500	\$0	\$0	\$0	STBG Flex Special Studies Total	\$116,928	\$392,712	\$509,640	

PWP Breakout

