

# Memorandum

**REPORT TO:** Gallatin Valley MPO - Transportation Technical Advisory Committee

**FROM:** Jeff Butts, MPO Manager

**SUBJECT:** Federal Fiscal Year (FFY) 2026 Unified Planning Work Program (UPWP) - Preliminary Scoping Discussion

**MEETING DATE:** June 11, 2025

**AGENDA ITEM TYPE:** Administration

**RECOMMENDATION:** Participate in the Federal Fiscal Year 2026 Unified Planning Work Program (UPWP) preliminary scoping discussion.

**STRATEGIC PLAN:** 1.3 Public Agencies Collaboration: Foster successful collaboration with other public agencies and build on these successes.

**BACKGROUND:** The Unified Planning Work Program (UPWP) is the Gallatin Valley Metropolitan Planning Organization's annual scope of work and budget for federally funded transportation planning. The UPWP outlines planning priorities, major activities and tasks, responsible parties, schedules and expected products, along with the federal and matching funds assigned to each task. Adoption of the FFY2026 UPWP by October 1, 2025 is required to ensure uninterrupted federal reimbursement.

### **Preliminary Financial Outlook**

Current estimates indicate FFY2026 allocation of \$442,982 in Federal Highway Administration (FHWA) Planning (PL) funds and a carry-forward balance of approximately \$252,476.

Core obligations – two full-time staff positions, indirect costs assessed by the City of Bozeman, and multi-year commitments such as the Long Range Transportation Plan – are expected to consume the majority of these resources, leaving approximately \$30,000 annually for discretionary planning activities.

An additional \$97,105 in Federal Transit Administration (FTA) §5303 funds will be programmed by the Urban and Transportation District (UTD) before incorporation into the UPWP.

### **Potential Discretionary Planning Studies**

Subject to available funding, staff has identified several candidate studies that could advance regional priorities outside of the scope of the MPO's ongoing Long Range Transportation Plan:

- *Regional Bicycle Loop Feasibility Study*: Evaluate opportunities to create a connected recreational loop.
- *Montana State University (MSU) Campus Access Study*: Assess multimodal access, origins, and connections to campus.
- *Remote-Worker Travel Survey*: Gather data on telework patterns with associated demographic and travel changes in the region.
- *Main Street Corridor Assessments*: Examine multimodal safety and flow along key downtown corridors.

#### **Discussion Topics**

Staff will present a preliminary list of budget items and review potential study ideas raised by elected officials, TTAC members, and staff. The discussion will cover staffing, operational needs, ongoing obligations, indirect costs, and trade-offs required to maintain a balanced budget. TTAC input will guide development of a draft UPWP for formal review in July.

**UNRESOLVED ISSUES:** None.

**ALTERNATIVES:** As suggested by the Committee.

**FISCAL EFFECTS:** None.

Report compiled on: June 4, 2025