



## MatSu Valley Planning *for* Transportation Metropolitan Planning Organization

August 20, 2024

Mr. Adam Bradway

Alaska Department of Transportation & Public Facilities  
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P.O. Box 196960 (mailing)  
Anchorage, AK 99519-6960

Subject: MatSu Valley Planning for Transportation (MVP) FFY25-26 Unified Planning Work Program

Mr. Bradway:

Attached is MVP's Approved Unified Planning Work Program (UPWP) for Federal Fiscal Years 2025 and 2026. Please transmit this document to the Alaska Department of Transportation & Public Facilities (DOT&PF) Headquarters for review and submission to the Federal Highway Administration and Federal Transit Administration. This UPWP fulfills the planning requirements of national surface transportation statutes and regulations, 23 USC 134 and 23 CFR 420 & 450.

This UPWP was reviewed by the Technical Committee and Policy Board on June 11th and 18th, 2024, respectively. The UPWP was advertised for public comment from June 19th to August 2nd, 2024, for a 45-day period, and 11 comments were received. The UPWP was revised based on the comments received and approved by the Policy Board on August 20th, 2024.

Don't hesitate to contact me via email at [kim.sollien@fastplanning.us](mailto:kim.sollien@fastplanning.us) or by phone at (907) 982-9080 if you have any questions or need additional information.

Sincerely,

Kim Sollien  
MVP Coordinator

Enclosures:

Approved FFY25-26 UPWP  
Policy Board Action Items – August 20, 2024  
Comment Response Summary

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### Policy Board Members

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# **MatSu Valley Planning for Transportation**

**Unified Planning Work Program (UPWP)**

**Federal Fiscal Year**

**2 0 2 5 - 2 0 2 6**

**August 2024**

# Contents

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Introduction .....	1
Purpose of the UPWP .....	1
MPO Formation .....	2
MPO Structure.....	3
Operation of the MPO .....	4
Self-Certification for Small MPOs .....	4
Federal and Regional Planning Priorities .....	5
Regional Planning Priorities .....	5
Federal Planning Factors and Performance-Based Planning .....	6
Federal Planning Factors.....	6
Performance Based Planning .....	6
Planning Emphasis Areas .....	7
Funding .....	10
UPWP Funding Types.....	10
FHWA Section 112 Grant Funds (“PI,” Or Metropolitan Planning Funds): .....	10
Surface Transportation Program Block Grant (STBG) Funds:.....	10
Transit Planning 5303 Funds .....	10
Local Matching Funds (Or The Non-Federal Share).....	10
Unobligated PL .....	11
Alaska Legislative Grant:.....	11
FFY 2025/2026 Unified Planning Work Program Elements: Required Plans and Programs .....	12
Task 100 (A) UPWP .....	12
Task 100(B) Metropolitan Transportation Plan.....	12
Task 100 (C) TransCad Modeling .....	14
Task 100 (D) Household Travel Survey .....	15
Task 100 (E) Transportation Improvement Program (TIP).....	15
Task 100(F) Update and Implementation of the Public Participation Plan (PPP) and Title VI Implementation Plan .....	17
Task 100(G) Support Services.....	18
Task 200 Public Transit System Planning .....	19
Task 200 (A) MSB Transit Planning Support.....	20
Task 200 (B) Transit Development Plan .....	20
Task 300 Supplemental Plans Projects .....	21

Task 300(A) MVP Sign Management Plan.....	21
Task 300 (B) MVP Advanced Project Definition .....	21
Task 300 (C) MVP Streetlight and Intersection Management Plan .....	21
Task 300 (D) Pavement Asset Management Plan.....	22
Budget.....	23



## Acronyms & Definitions

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**ADA – Americans with Disabilities Act** is a 1990 civil rights law that prohibits discrimination against individuals with disabilities in all areas of public life, including jobs, schools, transportation, and all public and private places that are open to the public.

**Administrative modification** means a minor revision to a long-range statewide or metropolitan transportation plan, Transportation Improvement Program (TIP), or Statewide Transportation Improvement Program (STIP) that includes minor changes to project/project phase costs, minor changes to funding sources of previously included projects, and minor changes to project/project phase initiation dates. An administrative modification is a revision that does not require public review and comment, a redemonstration of fiscal constraint, or a conformity determination (in nonattainment and maintenance areas).

**ACS – American Community Survey** is an ongoing survey carried out by the U.S. Census Bureau that provides vital information on a yearly basis about the U.S. and its population. The survey helps to determine how federal and state funds are distributed each year.

**Amendment** means a revision to a long-range statewide or metropolitan transportation plan, TIP, or STIP that involves a major change to a project included in a metropolitan transportation plan, TIP, or STIP, including the addition or deletion of a project or a major change in project cost, project/project phase initiation dates, or a major change in design concept or design scope (e.g., changing project termini or the number of through traffic lanes or changing the number of stations in the case of fixed guideway transit projects). Changes to projects that are included only for illustrative purposes do not require an amendment. An amendment is a revision that requires public review and comment and a redemonstration of fiscal constraint.

**CFR – Code of Federal Regulations** is the codification of the general and permanent regulations published in the Federal Register by the executive departments and agencies of the federal government of the United States.

**DOT&PF – Alaska Department of Transportation and Public Facilities** is a department within the government of Alaska focused on the state's transportation and public infrastructure.

**FHWA – Federal Highway Administration** is a division of the United States Department of Transportation that specializes in highway transportation. The agency's major activities are grouped into two programs, the Federal-aid Highway Program, and the Federal Lands Highway Program.

**FTA – Federal Transit Administration** is a division of the United States Department of Transportation that provides financial and technical assistance to local public transportation systems. The FTA is one of ten modal administrations within the DOT.

**GIS – Geographic Information Systems.** Computerized mapping programs are helpful in visualizing existing conditions and proposed transportation planning interventions.

**LEP – Limited English Proficiency** refers to a person who is not fully fluent in the English language, often because it is not their native language.

**LRTP - Long-range statewide transportation plan** means the official, statewide, multimodal, transportation plan covering a period of no less than 20 years developed through the statewide transportation planning process.

**MPA – Metropolitan Planning Area** means the geographic area determined by agreement between the MPO for the area and the Governor, in which the metropolitan transportation planning process is carried out. The MPA must be comprised of, at minimum, the "urbanized area" as defined by the U.S. Census Bureau, plus the contiguous area expected to become urbanized within the next 20 years.

**MPO – Metropolitan Planning Organization** means the policy board of an organization created and designated to carry out the metropolitan transportation planning process.

**MSB – Matanuska-Susitna Borough** is the ‘county-level’ government for the Mat-Su Valley region.

**MTP – Metropolitan Transportation Plan** is the official multimodal transportation plan addressing no less than a 20-year planning horizon that the MPO develops, adopts, and updates through the metropolitan transportation planning process.

**MVP – MatSu Valley Planning for Transportation** is the metropolitan planning organization for the Mat-Su Valley region.

**PPP – Public Participation Plan** is the blueprint outlining an MPO’s public participation strategies and activities.

**TBD – to be developed or to be determined** means that the document, process, or item being referred to has yet to be developed, finalized, and/or approved by MVP Transportation.

**TIP – Transportation Improvement Program** means a prioritized listing/program of transportation projects covering a period of 4 years that is developed and formally adopted by an MPO as part of the metropolitan transportation planning process, consistent with the metropolitan transportation plan, and required for projects to be eligible for funding under title 23 U.S.C. and title 49 U.S.C. chapter 53.

**STIP – Statewide Transportation Improvement Program** means a statewide prioritized listing/program of transportation projects covering a period of 4 years that is consistent with the long-range statewide transportation plan, metropolitan transportation plans, and TIPs, and required for projects to be eligible for funding under title 23 U.S.C. and title 49 U.S.C. Chapter 53.

**UPWP – Unified Planning Work Program** means a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds.

**UA – Urban Area** For the 2020 Census, an urban area will comprise a densely settled core of census blocks that meet minimum housing unit density and/or population density requirements. This includes adjacent territory containing non-residential urban land uses. To qualify as an urban area, the territory identified according to criteria must encompass at least 2,000 housing units or have a population of at least 5,000.

## Introduction

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MatSu Valley Planning For Transportation (MVP) Unified Planning Work Program (UPWP) for Federal Fiscal Years 2025 and 2026 was developed in collaboration with the Alaska Department of Transportation and Public Facilities Planning and Engineering staff, Mat-Su Borough, the City of Wasilla and Palmer Planning and Public Works staff and Knik Tribe and Chickaloon Native Village Transportation program staff. The draft was presented to the MVP Technical Committee and Policy Board in June 2024 for approval to release the document for a 45 day-public comment period. The UPWP was advertised in the *Frontiersman*, State of Alaska website Public Notice page, and the MVP website. Comments received between June 19<sup>th</sup> and August 2<sup>nd</sup> were collected, reviewed, and adjudicated. The final draft FFY 25-26 UPWP and the comment log were presented to the Technical Committee on August 13<sup>th</sup> and to the Policy Board for approval on August 20<sup>th</sup>, 2024. The final FFY25-26 UPWP was transmitted to Alaska DOT&PF for review and submission to FHWA and FTA on August 20, 2024.

### Purpose of the UPWP

The Unified Planning Work Program (UPWP) for Matsu Valley Planning for Transportation (MVP) outlines the Metropolitan Planning Organization's (MPO) transportation planning activities. It is a planning document that identifies and describes the MPO's budget, planning activities, projects, studies, and technical support expected to be undertaken in a two-year period (23 CFR 450.104). The purpose of the UPWP is to ensure that a **comprehensive, cooperative, and continuing (3C)** approach to transportation planning is maintained and coordinated between the MPO, Alaska Department of Transportation & Public Facilities (Alaska DOT&PF), Matanuska-Susitna Borough (MSB), the Cities of Palmer and Wasilla, Knik Tribe, and Chickaloon Native Village.

The 3C approach is defined as:

- **Comprehensive:** Consideration of a wide range of strategies and investments;
- **Cooperative:** Participation by all relevant agencies, organizations, and the public; and
- **Continuing:** Including an ongoing performance-based monitoring, evaluation, and update process.

The UPWP is a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area (MPA). At a minimum, a UPWP includes a description of the planning work and resulting products, deadlines, who will perform the work, time frames for completing the work, and the source of funds.

The UPWP is required for the MPO to receive metropolitan planning funds (PL Funds) from the Federal Highway Administration (FHWA) and 5303 Federal Transit Administration (FTA) funds through the Alaska DOT&PF. It is a fiscally constrained document based on the amount of programmed planning grants and match contributions and may be revised as needed after adoption by Administrative Modification or Amendment, as defined in MVP's Operating Agreement. Fiscal constraint in long-range transportation planning is intended to ensure plans are based on a reasonable expectation of sufficient revenues to support the costs of maintaining the existing metropolitan area transportation system and any planned expansion of the system over at least a 20-year period.

In addition to the UPWP, the MPO must develop and implement the following plans as part of the transportation planning process (23 USC 134 & 23 CFR 450):

- **Metropolitan Transportation Plan (MTP)** – a multimodal transportation plan that addresses a 20-year planning horizon that the MPO develops, adopts, and updates every four years.
- **Transportation Improvement Program (TIP)** – a prioritized listing/program of transportation projects covering a four-year period that is developed, adopted, and implemented by the MPO in coordination with the MTP.
- **Public Participation Plan (PPP)** – a guiding document that outlines the goals, strategies, and implementation plan for public involvement in the development of MPO plans, programs, and policies, including the MTP and TIP.

The planning activities for FFY2025 and FFY2026 supporting the development and implementation of these plans by MVP and Alaska DOT&PF staff are addressed within the tasks identified in this UPWP.

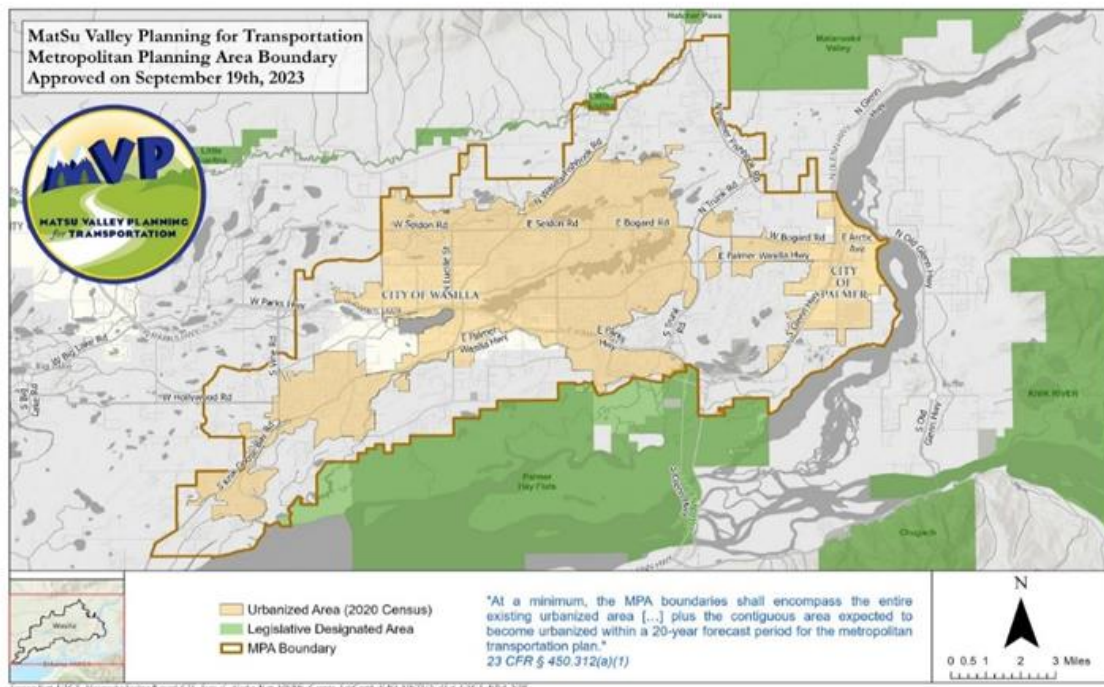
## MPO Formation

All Urbanized Areas (UA) must have an MPO to carry out a 3C transportation planning process, as stipulated in the Federal Highway Act of 1962. On December 29, 2022, the U.S. Census Bureau published a notice in the Federal Register identifying the Wasilla, Knik-Fairview, North Lakes UA. In anticipation of the UA designation, the regional governments and transportation planning advocates within the UA formed a Pre-MPO Steering Committee and Pre-Policy Board to guide the decision-making process in forming an MPO for the region before designation as an MPO. On December 19, 2024, MVP was designated as the MPO for the region.

Designation of MVP was completed by a formal agreement between the Governor of Alaska, the MSB, the Cities of Palmer and Wasilla, the Knik Tribe, and the Chickaloon Native Village. The designation and signing of the Operating Agreement identified the membership of the Policy Board and the structure of the organization and established the metropolitan planning area (MPA) boundaries (23 USC 134 (b) and 49USC 5303 (c)).

The MPA boundary encompasses the entire UA (as defined by the Bureau of the Census) plus the contiguous area expected to become urbanized within a 20-year forecast period for the MTP, as shown in Exhibit 1. The yellow-shaded area on the map is the UA as defined by the Census, and the brown line encompasses the area expected to become urbanized within the next 20 years.





### Exhibit 1

Prior to formation, MVP was managed as a project by the MSB Planning Division with support from the Alaska DOT&PF. On October 17th, 2023, the Pre-MPO Policy Board approved hiring an independent coordinator to manage the development of the nonprofit corporation and to establish MVP as an independent organization. Through a collaborative agreement between FAST Planning, the MPO for the Fairbanks UA, a coordinator for MVP was hired on April 1st of 2024. Once MVP is formally established as a 501c (3) corporation and the Policy Board has approved the financial, personal, and operations policies for the organization, the coordinator will transition to staff of MVP. It is anticipated that this transition will occur in the Federal Fiscal Year 2025. At that time MVP intends to hire additional staff and open an office within the Metropolitan Planning Area. The development of MVP as the MPO for the region has been supported by Alaska DOT&PF. We anticipate continued support from them, and MVP will continue to share a portion of its allocation of Metropolitan Planning (PL) funds with Alaska DOT&PF to support the respective planning activities.

### MPO Structure

The MPO structure was discussed at length by the Pre-MPO Steering Committee and Pre-Policy Board. In March of 2022, the Pre-Policy Board recommended that the MPO form an independent 501(c)3 organization. The final members of the official Policy Board are identified in the Operating Agreement as follows: A representative of the Alaska DOT&PF, a Knik Tribe representative, a Chickaloon Native Village representative, the Matanuska-Susitna Borough Mayor and Manager, the City of Palmer Mayor, and the City of Wasilla Mayor. The Infrastructure Investment and Jobs Act (IIJA) of November 2021 requires, under Section 11201, Transportation Planning, that when designating MPO officials or representatives for the first time, subject to the bylaws or enabling statute of the MPO, the MPO shall consider the equitable and proportional representation of the population of the MPA. The MVP Pre-Policy Board decided that each member shall have one vote.

## Operation of the MPO

The Pre-MPO Policy Board and Technical Committee have already approved the following documents toward becoming an operational MPO:

- Intergovernmental Operating Agreement for Transportation Planning (signed, December 2023)
- Bylaws (approved September 2023, anticipated update September 2024)
- Articles of Incorporation approved (September 2023, amended May 2024)
- Memorandum of Understanding for the Operations of the Office of MVP for Transportation and associated Membership Fees and Annual Dues approved (February 2024)
- Title VI Civil Rights Plan (anticipated approval August 2024)
- MVP Policies and Procedures (anticipated approval September 2024)
- Public Participation Plan (PPP) (approved December 2021)

**The approved PPP will be consulted and followed as MVP develops the following documents:**

- Metropolitan Transportation Plan (MTP)
- Household Travel Survey
- Travel Demand Model
- Transportation Improvement Program (TIP)
- Implementation of the 2025-2026 UPWP and all future UPWPs
- MVP organizational Policy and Procedures
- Development of the legal entity of the MPO
- Grandfather agreements with the Alaska DOT&PF regarding current Community Transportation Program (CTP) projects in the Statewide Improvement Program (STIP)
- Title VI Plan

The Technical Committee consists of representatives, such as engineers, planners, and other specialists from the cities of Palmer and Wasilla, the Matanuska-Susitna Borough, the Alaska Railroad, the Matanuska-Susitna Borough School District, Alaska Department of Environmental Conservation, transit providers, local freight operators, and tribal entities. The Technical Committee is an advisory body to the Policy Board. The Policy Board is the decision-making body of MVP.

The Policy Board consists of elected/appointed officials, including a designated representative of the Alaska DOT&PF Central Region, Matanuska-Susitna Borough Mayor and Manager, city of Palmer Mayor, city of Wasilla Mayor, and designated representatives of Knik Tribe and Chickaloon Native Village.

In accordance with the Bylaws and Intergovernmental Operating Agreement, MVP has a Technical Committee and Policy Board that hold regularly scheduled meetings each month to guide the MPO's transportation planning process and make decisions for plans, programs, and policies.

## Self-Certification for Small MPOs

### Metropolitan Planning Organization Self-Certification

In accordance with 23 CFR 450.336, Matsu Valley Planning for Transportation (MVP) certifies for the Wasilla-Knik-North Lake Urbanized Area that the metropolitan transportation planning process is being carried out in

accordance with all applicable requirements of:

1. 23 U.S.C. Section 134, 49 U.S.C. Section 5303, and 23 CFR Part 450;
2. In nonattainment and maintenance areas, Sections 174 and 176(c) and (d) of the Clean Air Act as amended (42 U.S.C. 7504, 7506(c) and (d) and 40 CFR Part 93);
3. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d - 1) and 49 CFR Part 21;
4. 49 U.S.C. Section 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex or age in employment or business opportunity;
5. Section 1101(b) of the FAST Act (Pub. L. 114 - 357) and 49 CFR Part 26 regarding the involvement of disadvantaged business enterprises in DOT-funded projects;
6. 23 CFR Part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal - aid highway construction contracts;
7. The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR Parts 27, 37, and 38;
8. Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
9. 23 U.S.C. Section 324, regarding prohibition of discrimination based on gender; and
10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR Part 27 regarding discrimination against individuals with disabilities.

## Federal and Regional Planning Priorities

### Regional Planning Priorities

The federal highway bill identified the need for transportation plans to recognize and address the relationship between transportation, land use, and economic development. As such, MVP for Transportation will take into consideration the goals, objectives, performance measures, and targets of state and regional plans such as the Statewide Long-Range Transportation Plan and the Matanuska-Susitna Borough (MSB) 2035 Long-Range Transportation Plan (LRTP) and 2007 Core Area Comprehensive Plan. Including the State and Regional land use and transportation plans will lead to more effective decisions on transportation investments and improved interconnectivity in the regional area beyond the boundary of the MPA.

**The current Matanuska-Susitna Borough Long Range Transportation Plan (LRTP) 2035** addresses the planning factors above and addresses performance-based planning. This LRTP provides a good base to develop MVP's MTP which encompasses a much smaller area than the entire Mat-Su Borough, which is over 25,000 square miles. See Table 1 for more information. Regional priorities identified in the MSB 2035 LRTP include:

- Improving Congestion
- Safety
- Accessibility
- Mobility

The LRTP is a fiscally constrained document that sets priorities for both Alaska DOT&PF and the Borough to be completed by 2035. Funded Alaska DOT&PF projects of regional significance include upgrades to the Glenn Highway, Parks Highway, Knik Goose Bay Road, and Seward Meridian Parkway. The Borough has funded and/or constructed most of its priority list, including projects such as Hemmer Road, Tex-Al Drive,

and South Trunk Road Extension. The MSB Assembly adopted its first ever Bike and Pedestrian Plan on September 26<sup>th</sup>, 2023, which includes a prioritized list of projects and code changes. The MSB intends to develop a Public Transit Development Plan in partnership with the MVP and Alaska DOT&PF to support transit operations and infrastructure needs in the rural and urban areas. Once adopted, the Transit Development Plan and the Bike and Pedestrian Plans will become new chapters in the LRTP and will inform MVP's TIP development.

**The current Matanuska- Susitna Borough Core Area Comprehensive Plan** top two goals are to 1) Foster a pattern of land development that protects the appealing features of the Core Area, offers developers and consumers choices in the market place, and allows local government to provide cost-effective infrastructure and services economically and 2) Provide for safe and efficient vehicular and non-motorized travel within the Core Area and between the Core Area and other destinations. These goals and the associated policy recommendations also provide a good foundation for MVP's first Metropolitan Transportation Plan.

### Federal Planning Factors and Performance-Based Planning

To accomplish the objectives in Title 23 [§ 450.300](#) and [§ 450.306\(b\)](#), metropolitan planning organizations designated under [§ 450.310](#), in cooperation with the State and public transportation operators, are directed to develop long-range transportation plans and TIPs through a performance-driven, outcome-based approach to planning for metropolitan areas of the State.

Title 23 further states that the metropolitan transportation planning process shall be **continuous, cooperative, and comprehensive** and provide for consideration and implementation of projects, strategies, and services that will address the following factors:

#### Federal Planning Factors

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users
3. Increase the security of the transportation system for motorized and non-motorized users
4. Increase the accessibility and mobility of people and freight
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns
6. Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight
7. Promote efficient system management and operation
8. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation
9. Enhance travel and tourism
10. Emphasize the preservation of the existing transportation system

#### Performance Based Planning

In addition to the planning factors noted above, previous legislation (Moving Ahead for Progress in the 21st Century Act [MAP-21]) required that state Departments of Transportation (DOTs) and MPOs conduct

performance-based planning by tracking performance measures and setting data-driven targets to improve those measures.

Performance-based planning ensures the efficient investment of federal transportation funds by increasing accountability of local agencies receiving the funds, prioritizing transparency to the public, and providing insight for better investment decisions that focus on key outcomes which relate to the seven national goals :

1. Improving Safety
2. Maintaining Infrastructure Condition
3. Reducing Traffic Congestion
4. Improving System Reliability
5. Improving Freight Movement & Supporting Regional Economic Development
6. Protecting the Environment
7. Reducing Delays in Project Delivery

In the development of MVP's policies and procedures and in the development of the MTP and TIP, MVP will have the option to accept all the statewide targets for safety, pavement condition, bridge condition, on-road mobile source emissions, and travel time reliability and to offer additional measures if they choose.

### Planning Emphasis Areas

In December 2021 the FHWA and FTA jointly issued Planning Emphasis Areas for use in the development of MPO UPWPs and Statewide Planning & Research Work Programs. These emphasis areas are not bound in law, but MPOs, public transit providers, State DOTs, and Federal land management agencies are highly encouraged to incorporate them into their UPWPs and work programs during their next update cycle. MVP has incorporated these emphasis areas into many of the tasks in this UPWP.

1. Tackling the Climate Crisis – Transition to a Clean Energy, Resilient Future
2. Equity and Justice40 in Transportation Planning
3. Complete Streets
4. Public Involvement
5. Strategic Highway Network (STRAHNET)/U.S. Department of Defense Coordination
6. Federal Land Management Agency Coordination
7. Planning and Environment Linkages
8. Data in Transportation Planning

Table 1 and Table 1A. on the following page shows how MVP's UPWP work tasks relate to the Planning Factors, National Performance Goals, and new Federal Planning Emphasis Areas.

**Table1 FFY2025/26 UPWP Work Tasks & Federal Planning Factors**

<b>Metropolitan Planning Process Federal Planning Factors</b>											
<b>FFY2025/2026 UPWP WORK TASKS</b>		Support economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency	Increase the safety of the transportation system for motorized and non-motorized users	Increase the security of the transportation system for motorized and non-motorized users	Increase the accessibility and mobility of people and freight	Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns	Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight	Promote efficient system management and operation	Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation	Enhance travel and tourism	Emphasize the preservation of the existing transportation system
<b>Required Plans &amp; Programs</b>											
100(a)	Unified Planning Work Program	X	X	X	X	X	X	X	X	X	X
100(b)	Metropolitan Transportation Plan	X	X	X	X	X	X	X	X	X	X
100(c)	Transportation Improvement Program	X	X	X	X	X	X	X	X	X	X
100 (d)	TransCad Model						X	X			
100(e)	Household Travel Survey	X			X			X			
100(f)	Public Participation Plan	X	X	X	X	X	X	X		X	
100(g)	Support Services	X	X		X	X	X	X	X	X	
<b>Public Transit System Planning</b>											
200(a)	Transit Development Plan		X	X	X	X	X			X	
200(b)	MSB Planning Support	X	X	X	X		X			X	
<b>Supplemental Plans &amp; Projects</b>											
300 (a)	Sign Management Plan STBG	X	X		X				X	X	
300 (b)	Advanced Project Definition STBG	X	X	X	X	X		X			X
300 (c)	Lighting and intersection Management Plan STBG	X	X			X				X	
300 (d)	Pavement Asset Management Plan STGB	X	X			X		X	X		X



**Table1A FFY2025/26 UPWP Work Tasks & National Performance Goals and Planning Emphasis Areas**

FFY2025/2026 UPWP WORK TASKS	National Performance Goals							New Federal Planning Emphasis Area								
	Safety	Infrastructure Condition	Congestion Reduction	System Reliability	Freight Movement & Economic Vitality	Environmental Sustainability	Reduce Project Delivery Delays	Climate Change/ Resilience	Equity/ Justice40	Complete Streets	Public Involvement	STRAHNET/ DOD Coord	Federal Land Mgmt Agency Coordination	Planning & Environmental Linkages	Data in Transportation Planning	
<b>Required Plans &amp; Programs</b>																
100(a)	Unified Planning Work Program	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
100(b)	Metropolitan Transportation Plan	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
100(c)	Transportation Improvement Program	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
100(d)	TransCad Model	X		X												X
100(e)	Household Travel Survey	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
100(f)	Public Participation Plan								X	X	X					X
100(g)	Support Services	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X
<b>Public Transit System Planning</b>																
200(a)	Transit Development Plan	X	X	X	X		X		X	X	X	X	X	X	X	X
200(b)	MSB Planning Support	X	X	X			X		X	X	X	X	X	X	X	X
<b>Supplemental Plans &amp; Projects</b>																
300(a)	Sign Management Plan STBG	X	X	X	X		X	x	X	X	X	X		X	X	X
300(b)	Advanced Project Definition STBG	X	X	X		X	X	X	X	X		X				X
300(c)	Lighting and intersection Management Pla	X	X		X	X	X	x	X	X	X	X				X
300(d)	Pavement Asset Management Plan	x	x		x	x	x	x	x	x	x	x	x			x

## Funding

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### UPWP Funding Types

All work, including staff time and consultant services (when necessary) are identified in the UPWP and are funded by one or more of the following sources:

### FHWA Section 112 Grant Funds (“PL,” Or Metropolitan Planning Funds):

The MPO receives annual funding to carry out its federally mandated metropolitan planning requirements. PL funds can be used for up to 90.97% of a project. FHWA

### Surface Transportation Program Block Grant (STBG) Funds:

The Surface Transportation Program provides funding to localities for projects on any Federal-aid highway. These include the National Highway System, bridge projects on any public road, transit capital projects, and intracity and intercity bus terminals and facilities. The primary purpose of these projects is to reduce congestion and improve the safety and efficiency of regional multimodal transportation systems. STBG provides flexible funding that can be used for up to 90.97% of a project.

### Transit Planning 5303 Funds

FTA 5303 grants are federal funds designated for transit planning and research activities in the MPA area. The Alaska DOT & PF has a Consolidated Planning Grant, which transfers the FTA 5303 funding to FHWA, allowing up to 90.97% of the funding to be used for a project. The CPG program is a way for States/MPOs to simplify the administrative processes surrounding FTA and FHWA metropolitan planning funds by merging the two into one federal grant. States/MPOs can request to transfer planning funds to either FHWA or FTA, delegating one “lead agency” for the award and administration of those funds. This program benefits the State/MPOs in many ways including but not limited to:

- Elimination of separate FTA and FHWA budget detail
- Expedited authorization of work
- Simplified work activity, accounting and billing
- One Federal oversight agency
- Single Federal match ratio
- Consolidated reporting

The Alaska DOT&PF and its MPO subrecipients currently benefit from a CPG. Alaska DOT&PF requested and received approval to transfer FY23 FTA 5303 funding and administration to the Alaska Division of FHWA; see attached memo and letter. The Alaska DOT&PF must request this transfer annually. Once established, it is intended that the Matsu Valley Planning for Transportation (MVP) MPO representing the Wasilla-Knik-North Lakes, AK, urbanized area, will also fall under the State’s CPG. This intent and the associated FFY24 FTA/FHWA funding levels are documented in the attached 2024 PL Distribution Formula update and FFY24 PL Consultation document. FFY24 PL and 5303 funding will be distributed to MVP in this manner, consistent with the State’s Consolidated Planning Grant.

### Local Matching Funds (Or The Non-Federal Share)

Local matching funds are cost-sharing requirements for FHWA and FTA. Matching funds may include local tax revenue, bonds, private foundation funds, in-kind, private sector contributions, and non-DOT federal

funds. Traditionally, federal grants cover a portion of the project expenses, while the remaining non-federal share is either matched by the state completely or partially matched by the state and the local entities. The 2025-2026 UPWP will utilize cash and in-kind match provided by the Matanuska-Susitna Borough, Cities of Palmer and Wasilla, Chickaloon Native Village and Knik Tribe and a State of Alaska Legislative Grant.

## Unobligated PL

Under 23 USC 104(d), The Alaska Department of Transportation & Public Facilities (DOT&PF) is responsible for allocating Title 23 metropolitan planning (PL) funds to the state's Metropolitan Planning Organizations (MPOs) according to a formula that is developed by the state in consultation with the MPOs and approved by the Federal Highway Administration (FHWA).

Deobligated PL funds from an MPO's UPWP shall be made available to the MPO for use in its next UPWP. These funds are in addition to the MPO's annual distribution. Annually with the PL funds distribution notice, DOT&PF will provide the MPOs with the balance of unobligated FHWA PL funds available for statewide urban planning purposes. Annually at a quarterly Statewide MPO Coordination Meeting, the MPOs and the state will propose, discuss, and decide on how to allocate unobligated PL funds for the following fiscal year. This decision will be documented in the meeting notes. Unobligated PL will be used to fund MVP's first MTP, Household Travel Survey, TransCad modeling and the Transit Development Plan.

## Alaska Legislative Grant:

Grant No. 24-DC-022 Metropolitan Planning Organization SUPPORT \$1,000,000. The Matanuska-Susitna Borough was granted a legislative appropriation in FY2022 to support the formation of MatSu Valley Planning for Transportation (MVP) as the MPO for the Mat-Su Area. The funding guidelines include providing start-up membership fees and annual dues for the State of Alaska DOT&PF and hiring an Executive Director to manage the organization. Funding will also be used to provide the non-federal share for the Metropolitan Transportation Plan (MTP), the short-term Transportation Improvement Program (TIP), and related discretionary grant programs.

## FFY 2025/2026 Unified Planning Work Program Elements: Required Plans and Programs

### Task 100 (A) UPWP

The Alaska DOT&PF is responsible for providing the management oversight of the UPWP. MVP will prepare and submit monthly reports through FFY2025 and FFY2026 to the Alaska DOT&PF in accordance with Section 9.1.1 of the Inter-Governmental Operating Agreement and Memorandum of Understanding for Transportation Planning. The reports will document the planning activities performed and expenditures by MVP in accordance with the tasks listed in the UPWP. The Alaska DOT&PF will review and compile the quarterly reports into annual reports at the end of each fiscal year. MVP will initiate Administrative Modifications and Amendments to the UPWP as needed in accordance with the provisions of the MPO's December 19, 2023, Intergovernmental Operating Agreement. MVP will also initiate development of the next UPWP in April 2026, six months in advance of the expiration of this UPWP.

Participation by MVP and Alaska DOT&PF staff in FFY2025-26 is anticipated to include:

**Completion Date:** Preparation and submittal the FFY2026 annual report (October 2026)

**Responsible Party:** MPO Staff and Alaska DOT&PF

**Resulting Product:** Preparation and submittal of FFY25-FFY26 monthly (MVP) reports for reimbursement purposes. Alaska DOT&PF will compile quarterly reports (January, April, July, October) and submit them to FHWA. MVP and Alaska DOT&PF will jointly compile the annual report for FFY25 and FFY26. Preparation of the next FFY27-FFY28 UPWP will be presented to the Technical Committee and Policy Board for review in April of 2026

### Task 100(B) Metropolitan Transportation Plan

The MTP is the official multimodal transportation plan addressing no less than a 20-year planning horizon that the MPO develops, adopts, and updates through the metropolitan transportation planning process. In FY2025/2026 MVP will develop its first MTP using the 2017 MSB LRTP 2035 as its base. The MTP is expected to be completed by June/July 2026. The MTP must be updated every five years. The MTP planning process shall include the development of a transportation plan addressing no less than a 20-year planning horizon as of the effective date as described in CFR 450.306. On May 21, 2024, the MVP Policy Board approved the MTP scope of services and transmitted the scope to Alaska DOT&PF. The State of Alaska DOT&PF will release the MTP for bid via a consultant contract in October 2024.



**Development of the MTP:** The planned schedule is to release an RFP for consulting services after October 1st to develop the MTP. The plan will focus on the MPA boundary and address all transportation planning needs within those boundaries, regardless of ownership. In developing MVP's first MTP, the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity will be used to provide the most accurate transportation solutions for the MPA. The update will include the collection of traffic data, analysis of the transportation network, evaluation of land use and supporting transportation scenarios for travel demand model forecasts, and outreach to local agencies and the public to confirm project needs. The Public Participation Plan (PPP) will define the minimum public involvement efforts, but the efforts may be more robust, and the PPP will be updated accordingly. The draft MTP will be released for public comment, and after the resolution of public comments, the final MTP will then be presented to the Technical Committee and Policy Board for consideration of adoption. Following adoption, the final MTP will be transmitted to FHWA and FTA for approval.

**Transportation Improvement Program (TIP) Scoring Criteria:** The development of the MTP will also include the development of MVP's first Transportation Improvement Program (TIP) scoring criteria. The FAST Act supplemented the MAP-21 legislation by establishing timelines for state DOTs and MPOs to comply with the requirements of MAP-21. State DOTs are required to establish statewide targets and MPOs have the option to support the statewide targets or adopt their own. MVP will need to develop a Memorandum of Understanding between the Alaska DOT&PF, AMATS, and FAST Planning to cooperatively support a performance-based approach to the metropolitan transportation planning and programming process and to develop and share information related to transportation performance data. Table 1 illustrates how UPWP work tasks relate to these national performance goals.

The IIJA was signed into law in November 2021. New considerations for the metropolitan transportation planning process include:

- **Dedicated funding to build electric vehicle charging systems** and expand current programs eligibility to support climate mitigation activities and emphasize resiliency to natural disasters.
- **Complete Streets standards and policies**
- **Many competitive grant opportunities** to support local initiatives to prevent deaths and serious injuries on roads, demonstration projects focused on community technologies and systems to improve transportation efficiency and safety, and rail crossing elimination programs (list not inclusive)

**Development of a Complete Streets Policy (part of the MTP):** Complete Streets Policy will be completed as part of MTP development. Section 11206 of the IIJA outlines the federal definition of a Complete Street and establishes that MPOs must adopt a Complete Streets policy and incorporate the application of said policy into the development of its transportation plan to receive federally apportioned funds. This work will be done concurrently and as part of the development of the MTP by the MTP consultant team. The term "Complete Street" standards or policies means standards or policies that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles (see IIJA, Section 11206(a)). Not less than 2.5 percent of the amounts made available to the MPO under section 23 USC 104(d) shall be used for complete streets activities. To comply with 23 USC 104(d) MVP will develop a policy that determines an annual percentage of funding that will be allocated toward complete

streets projects. Any project developed with federally apportioned funds must use the federal guidelines in the design and construction of capital projects, not regional or local standards. The capital projects must be developed using the Design and Construction Standards found at <https://dot.alaska.gov/stwddes/dcsaboutus/>.

**MTP, TIP Criteria and Complete Streets Policy Completion Date:** July 31, 2026

**Responsible Party:** MPO Staff, Consultant(s), and Alaska DOT&PF

- The draft MTP will be presented to the MVP Technical Committee and Policy Board (March 2026)
- The MTP will be released interagency consultation, and released for 30-day public comment period (April 2026)
- Review and response to comments received during public comment period (June 2026)
- Presentation of final MTP, TIP scoring criteria, and Complete Streets policy to MVP Technical Committee and Policy Board for consideration of adoption (July / August 2026)
- Transmittal of adopted MTP to FHWA and FTA for approval/ concurrence and Alaska DOT&PF (September 2026)

**Resulting Product:** MTP, a Complete Streets Policy, Updated PPP, and TIP Scoring Criteria

## Task 100 (C) TransCad Modeling

**TransCad Modeling:** The MTP will focus on the Metropolitan Planning Area (MPA) boundary and address all transportation planning and infrastructure needs within those boundaries, regardless of ownership. In updating the MTP, MVP will base the model update or new model on the latest available estimates and assumptions for population, land use, travel, employment, congestion, and economic activity. The TransCad Model is a comprehensive travel demand model. It supports sketch planning methods, four-step demand models, activity models and has an extensive set of traffic assignment models. It provides the ability to facilitate the implementation of best practices for travel forecasting and transportation modeling. It is GIS-based which makes it more accurate. The update will include collecting traffic data, analyzing the transportation network, evaluating land use, supporting transportation scenarios for travel demand model forecasts, and providing outreach to local agencies and the public to confirm project needs as documented in the 2035 MSB LRTP and new project needs not yet identified. MVP will consult with Alaska DOT&PF to determine the most efficient route to a usable and lasting travel model that can meet the needs of all stakeholders for the years to come. Coordination on the horizon year of the MTP should occur between the MPO, Alaska DOT&PF and AMATS.

**Modeling Completion Date:** July 2026 MTP update will use an existing model for the region, but MVP will begin a travel demand model update and household travel survey concurrent with the MTP that will be ready in time for the next MTP update.

**Responsible Party:** The Alaska DOT&PF will manage the Transcad Model update.

**Resulting Product:** An accurate TransCad model for the MVP MPA that can be used to inform projects outlined in the MTP and TIP.



## Task 100 (D) Household Travel Survey

**Household Travel Survey:** The goal of conducting the household travel survey is to sample a representative number of households across different demographic categories and geographic areas to understand the travel behavior choices of the region thoroughly. It gives planners and engineers the data necessary to improve the outcomes of the modeling efforts as it grounds assumptions made in the decision-making process. This effort would ideally take place prior to the development of the travel model. However, there are some elements of the travel model that can occur concurrent with the household travel survey. This effort aims to design and pretest a survey instrument and conduct a household travel survey for the MPA. The following tasks will be performed:

- Performing project administration and coordination
- Reviewing specifications, survey plan and survey design
- Coordinating public outreach, communications plan, and project website
- Conducting and analyzing the pilot survey
- Refining survey methods, instruments, and procedures for the main survey
- Conducting the survey
- Data weighting
- Preparing the final survey report and data files
- Training staff on how to use the data

It may be in the State's interest to manage this project and extend it beyond the MPA boundary. MVP could assist as a partner in developing and implementing the household travel survey.

**Household Survey Completion Timeline:** Fall 2026

**Responsible Party:** MVP staff and Alaska DOT&PF staff and the consultant team will be responsible for the work product and contract management.

**Resulting Product:** A household travel survey report that will be used to inform the MTP and travel demand model.

## Task 100 (E) Transportation Improvement Program (TIP)

**The TIP** is a prioritized listing/program of transportation projects covering four years developed and formally adopted by an MPO as part of the metropolitan transportation planning process, consistent with the MTP and required for projects to be eligible for funding under 23 USC and 49 USC Chapter 53. Currently, the federally funded transportation projects for the area can be found in the 2020–2023 Alaska Statewide Transportation Improvement Program (STIP). Once complete, all MVP projects funded by federal transportation funds on locally or state-owned non-National Highway System (NHS) roadways and transit projects will be found in MVP's TIP and incorporated by reference into the STIP. Federally funded projects within the MPO boundaries that are located on the State-owned NHS or facilities owned by the Alaska Railroad Corporation will generally be shown in MVP's TIP for informational purposes. Including all these projects will require careful coordination with the state and transit providers in the TIP development. TIP development is the actualization of the 3C process. To have an accurate TIP, a wide range of strategies and investments need to be documented by all relevant agencies within the MPA, organizations and the public

need to have the opportunity to inform the projects listed, and an annual review need to happen to ensure performance-based monitoring, project evaluation and project updates match needs and project timelines.

For all MPAs, concurrent with the submittal of the entire proposed TIP to the FHWA and FTA as part of the STIP approval, the State and the MPO shall certify at least every four years that the metropolitan transportation planning process is being carried out in accordance with all applicable requirements as set forth in 23 CFR 450.336. The self-certification shall be drafted and included as the cover letter in the transmittal of the TIP to FHWA and FTA.

Development of a new TIP will begin concurrently with the development of the MTP, which is anticipated to be completed in July 2026. The initial effort will be consultant-led and will involve development of project scoring criteria and nomination forms, followed by a call for project nominations. Projects included in the TIP must be prioritized in the MTP. Example scoring criteria that may be used include safety, public support, maintenance and operations, system preservation, connectivity, environmental mitigation, project readiness and land use. Non-motorized projects have slightly different criteria such as how much of the population is impacted by the project, how the facility will be used, and if it provides more mobility for more users in a safer environment. The project nominations often, but are not all required to, come from the short-range list of projects included in the updated MTP. A workshop will be held for local agencies and the public to learn about the nomination process, scoring criteria, and project selection process for funding. At the close of the nomination period, the Technical Committee members will score and rank the projects in order of priority for consideration of funding in the new TIP.

Concurrently, Alaska DOT&PF staff will prepare a scope, schedule, and estimate (SSE) for each project nominated. Once the SSEs and project rankings are complete, the MPO will develop a fiscally constrained draft TIP providing a funding plan for the top-ranked projects for release for public comment. After public comments are addressed and/or resolved, the final TIP will then be presented to the Technical Committee and Policy Board for consideration and adoption. Following adoption, the final TIP will be transmitted to FHWA and FTA for approval and to Alaska DOT&PF for inclusion into the Statewide Transportation Improvement Program (STIP).

The MPO Staff will work in cooperation with the Alaska DOT&PF and the MSB GIS department, and the MTP consultant team in the development of an E-TIP that is compatible with the State's STIP, if available.

Participation by MVP and Alaska DOT&PF FFY2025-26 is anticipated to include:

- Prior to MVP's TIP, MVP has been allowed to propose projects in the STIP for FFY 24/25/26. Monthly tracking of obligated funds will continue through FFY25 and FFY26.
- MVPs motorized and multi-modal project scoring criteria and nomination form will be published for the public and agency partners to nominate projects once the MTP consultant team has completed it (March 2026)
- Call for project nominations, project scoring and ranking, and SSE development (March - May 2026)

- Development of FFY27-30 TIP, interagency consultation, and released for 30-day public comment period (June 2026)
- Review and respond to comments received during public comment period (August 2026)
- Presentation of final FFY27-30 TIP to MVP Technical Committee and Policy Board for consideration of adoption (September 2026)
- Transmittal of adopted TIP to FHWA and FTA for approval/ concurrence and Alaska DOT&PF for inclusion by reference into the STIP (September-October 2026)

**TIP Completion Date:** August 2026

**Responsible Party:** MVP staff, with Alaska DOT&PF staff, MSB GIS staff, and the MTP consultant team providing Advanced Project Definition (estimates and schedules) and financial constraint limits and technical support for E-TIP, as necessary.

**Resulting Product:** 2027 – 2030 Transportation Improvement Program

## Task 100(F) Update and Implementation of the Public Participation Plan (PPP) and Title VI Implementation Plan

A first task for MVP and the Consultant team responsible for the MTP development, is the update of the PPP to reflect the planned public involvement for the MTP. The use of social media and earned media will be incorporated into the PPP as well as any web-based/map-based interactive techniques.

The PPP will also assist in outlining the proper public involvement necessary for the development and operation of the MPO. The MVP Executive Director will implement the PPP Staff will be responsible for:

- Maintaining the MVP website complete with staff and committee member contact information, operating documents, plans and policies, meeting calendar, meeting agendas, meeting packets and minutes, project information, and a method for interaction with the public such as a comment form
- Hosting all MPO meetings in an accessible manner with proper public notice
- Preparing all meeting materials
- Providing public comment periods, open house events, workshops, surveys, interactive maps, and other opportunities for the public to be involved in the transportation planning process including the MTP, TIP, PPP, Title VI Plan and the Transit Plan Development as well as the supplemental plans like the signage plan and the streetlighting plan
- Maintaining a presence on social media (Facebook, X, Instagram, and LinkedIn as staff capacity allows) to provide additional opportunities for the public to engage in the transportation planning process
- Hosting local events that introduce the public to the MPO
- Advertising all meetings, events, and public comment opportunities in the newspaper, on the website and social media accounts, local bulletin boards, radio, television, and the Alaska DOT&PF public notice website

**PPP and Title VI plan update and implementation Completion Timeline:** Prior to initiation of the MTP. (Estimate November 2024)

**Responsible Party:** MVP staff and MTP contractor

**Resulting Product:** Updated and implemented PPP and Title VI Plan

## Task 100(G) Support Services

**Support Services:** This task encompasses all planning and program needs for the operation of the MPO, including but not limited to:

- Development, management and operation of the MVP 501(c)(3) nonprofit Corporation (human resources, payroll, accounts payable/receivable, office space leasing, asset management, insurance coverages, audits, business licensing, and tax filings)
- All the necessary activities and items for the formation of the MPO office including the hiring and managing a Transportation Planner and Office Manager
- Procurement of office space
- Host and attend weekly Staff meetings
- Host and attend weekly project management meetings with consultant team
- Supply or cause to arrange supplies, information technology, website development, social media presence, office administration, utilities, payroll, and benefits, and the like
- Procure professional services as necessary to bring the MPO office to an operational status based on the agreed-upon structure
- MVP budget preparation, tracking, and amendment
- Review of agreements, policies, and procedures as needed
- Professional development for staff (online and in-person training and conferences)
- Attending and participating in local, regional, and State committee and commission meetings
- Providing guest presentations to committees, commissions, local organizations and chapters, and other interest groups
- Serving on the Statewide Transportation Innovation Council, Statewide Connected & Autonomous Team or other regional transportation focused committees
- Attending project status meetings, open house events, stakeholder groups, and other Alaska DOT&PF, City and Borough planning meetings
- Procure, perform, or manage GIS mapping of the transportation network, including preparation of areawide and project-specific maps
- Review and submit comments on local, state, and federal legislation and planning documents
- Monitor the Federal Highway Bill guidance and modify the development of the final MPO structure and documents in accordance with the latest planning assumptions

- Review the Federal Regulations for Metropolitan Transportation Planning and research and apply for other available grant opportunities
- Conduct general communication, correspondence, and presentations to members of the public, organizations, agencies, elected/appointed officials, and other interested parties
- Coordinate with Alaska DOT&PF, agency partners, Tribal organizations and other MPOs
- Attend annual conferences and trainings such as Association for Metropolitan Planning Organizations Conference and Alaska American Planning Association Conference and other relevant trainings
- Manage and host monthly/special Technical Committee and Policy Board Meetings

**Support Services Completion Date:** September 30, 2026

**Responsible Party:** MVP staff, Alaska DOT&PF staff, and consultant team

**Resulting Product:** Operations of the MPO

## Task 200 Public Transit System Planning

The transit services within the census-designated urban area are eligible to receive **FTA Section 5303 planning funding** through a Metropolitan Planning Grant Agreement between the Alaska DOT&PF and FTA. Metropolitan & Statewide Transportation Planning Section 5303 provides funding and procedural requirements for multimodal transportation planning in metropolitan areas and states. Eligible activities include the development of transportation plans and programs, plan, design and evaluate a public transportation project and conduct technical studies related to public transportation.

Alaska DOT&PF will execute a Coordinated Planning Agreement with the MVP to conduct transit planning activities in the UA in collaboration with the Borough, cities and tribes. Funds are apportioned to states by formula that includes each state's UA population in proportion to the total UA population for the nation, as well as other factors.

**Funds available to MVP for transit planning activities must address:**

- Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency
- Increase the safety of the transportation system for motorized and non-motorized users;
- Increase the security of the transportation system for motorized and non-motorized users;
- Increase the accessibility and mobility of people and for freight;
- Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns;

- Enhance the integration and connectivity of the transportation system, across and between modes, for people and freight; and
- Promote efficient system management and operation; and emphasize the preservation of the existing transportation system.

This funding will be used to conduct planning activities related to the operation and improvement of the public transit system within the MPA, including data collection, studies, system performance management, capital planning, and asset management, preparation of reports and plans, and training and technical assistance for staff once the Borough has a program in place. Example plans include:

- Coordinated Transportation Development Plan
- Short- and Long-Range Transit Plan
- Mobility Management Plan
- Public Transportation Agency Safety Plan
- Bus Stop Amenity & Design Development Plan
- ITS Improvement Plan
- Comprehensive Fixed Route Analysis & Improvement Plan
- Traffic Signal Prioritization Impact Study



### Task 200 (A) MSB Transit Planning Support

**MSB transit planning support:** As the MSB works to develop their own transit program, they may need additional support from MVP related to transit route and infrastructure planning. Ongoing planning support for the MSB Planning Department including but not limited to support for website modernization, route maps/schedules/brochures, social media messaging to the public, and coordination of transit planning efforts with the MTP, TIP, and Active Transportation Plan.

**Timeline:** Fall 2026

**Responsible Party:** MVP staff and Alaska DOT&PF

**Resulting Product:** Technical support for the MSB in building their transit program.

### Task 200 (B) Transit Development Plan

A Transit Development Plan for the Mat-Su Borough is necessary to plan for the evolving transportation needs of our rural and urban communities. Transit throughout the Borough is currently operated by several non-profit transit and health and human services organizations, all working to provide transportation services for the community without an overarching plan in place. Providers and residents have identified differing needs in rural communities versus the recently census-designated UA, though the need for safe and adequate transportation still exists for both. With a region the size of West Virginia, an analysis of how to best provide transportation to, from, and between different areas of the MSB is essential. A Borough-wide Transit Development Plan (TDP) would provide a research and data-driven approach to sustaining and improving transit throughout the region by connecting communities and increasing access to jobs, shopping areas, medical appointments, and other essential services. A TDP would involve a complete analysis of the MSB's transit services, recognizing needs and gaps in the current system, prioritizing goals,



creating implementable strategies, and identifying funding opportunities. The result of the TDP will be a guiding strategy document that anticipates the future transportation demands of rapid growth and ensures adequate and efficient transit options for all residents.

**Completion Date:** Fall 2026

**Responsible Party:** MVP, and MSB staff in partnership with a consultant, Valley Transit, Sunshine Transit, Chickaloon Area Transit Services (CATs), Alaska DOT&PF

**Resulting Product:** Transit Development Plan

## Task 300 Supplemental Plans Projects

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The following projects are Supplemental Projects that will be programmed in the Alaska STIP. MVP for Transportation does not have an MTP or TIP that would outline its own projects and be listed by reference in the STIP. However, MVP is eligible for funding starting in FFY2024. The following projects were proposed and approved by MVP's Policy Board. The Projects listed below are considered Planning projects and STBG funding will be used.

### Task 300(A) MVP Sign Management Plan

Devise and implement a system to assess all traffic signs within the MPA on a regular basis and ensure they are maintained and replaced as needed to improve visibility and increase road safety. Use the sign assessment to track sign data and to maintain a minimum retroreflectivity level of all signs to increase their visibility at night.

**Completion Date:** TBD

**Responsible Party:** MVP staff, MSB staff, Alaska DOT&PF staff and consultants

**Resulting Product:** A sign management plan of all the signs within the MPA including the MSB, cities and the Alaska DOT&PF and a prioritized list of projects in need of replacement and or installation.

### Task 300 (B) MVP Advanced Project Definition

MVP programmatically sets aside \$181,940 in STBG funds for development of scope, schedule, and estimates (SSE') for projects nominated by MVP to the MTP and TIP, and for the interim program of MVP projects being included in the STIP. The SSEs will be completed by Alaska DOT&PF staff at the request of MVP at the time projects are nominated by local agencies and the public for funding

**Completion Date:** TBD

**Responsible Party:** MVP and Alaska DOT&PF staff

**Resulting Product:** Scope, Schedule and Estimates for projects MVP capital projects listed in the STIP, MTP and TIP

### Task 300 (C) MVP Streetlight and Intersection Management Plan

Conduct an inventory of all the streetlights within the MPA boundary and develop a plan for converting the lights to LED. Examine each intersection to determine any additional lighting system work as required for electrical code compliance and proper operation of the LED fixtures. Additional work may include

replacement of frayed wiring, grounding of light pole bases, repair of electrical connections, troubleshooting of lighting or load center circuitry and other repairs.

**Completion Date:** TBD

**Responsible Party:** MVP, staff, MSB staff, Alaska DOT&PF staff, and consultants

**Resulting Product:** Streetlight management plan and a prioritized list of projects

### Task 300 (D) Pavement Asset Management Plan

As part of MVP's MPA network planning efforts understanding the improvement projects that would extend the life of the region's road network is important. MVP is proposing to develop a Pavement Asset Management Plan for the network. This would include automated collection of pavement condition (smoothness, rutting, and cracking) within the MPA. The data collection will be performed by a consultant. The consultant will use Road Surface Profiling (RSP) equipment consisting of distance measuring instruments, accelerometers, and a Laser Crack Measurement System (LCMS) to provide high-definition 3D profiles and 2D images of the road surface. Data collected will be documented in GIS format and in a written report that will prioritize improvement projects. The data and plan will be shared with MVP member agencies. MVP will use the data to inform development of the MTP, TIP and other MVP plans. This information is necessary to forecast condition deterioration and perform cost/benefit analysis to optimize network-level budgets and work scenarios.

**Completion Date:** TBD

**Responsible Party:** MVP staff, MSB staff, Alaska DOT&PF staff and consultants

**Resulting Product:** An assessment of the pavement conditions and a prioritization of pavement improvement projects for the MSB, and cities

## Budget

<b>Table 2. Funding Sources for Metropolitan Planning Activities</b>		
<b>Metropolitan Planning (PL) Funds</b>		
<b>Description</b>	<b>FFY2025</b>	<b>FFY2026</b>
FFY2025 PL Distribution	\$ 453,610	
FFY2026 PL Distribution		\$ 460,004
<b>PL Funds</b>	\$ 453,610	\$ 460,004
9.03% Match	\$ 45,027	\$ 45,662
Subtotal	\$ 498,637	\$ 505,666
Less 5.17% ICAP	\$ (25,780)	\$ (26,143)
<b>Subtotal</b>	<b>\$ 472,857</b>	<b>\$ 479,523</b>
DOT & PF Planning Support	\$ (66,000)	\$ (66,000)
<b>Total</b>	<b>\$ 406,857</b>	<b>\$ 413,523</b>
<b>Supplemental Federal Funds</b>		
<b>Description</b>	<b>FFY2025</b>	<b>FFY2026</b>
MVP Planning Office ( <b>STBG</b> )	\$ 181,940	\$ 181,940
Metropolitan Transportation Plan ( <b>Unobligated PL</b> )	\$ 600,000	\$ -
TansCad Travel Model ( <b>Unobligated PL</b> )	\$ 250,000	\$ -
Household Travel Survey ( <b>Unobligated PL</b> )	\$ 550,000	\$ -
MVP Sign Management Plan ( <b>STBG</b> )	\$ 363,900	\$ -
MVP Streetlight Intersection Management Plan ( <b>STBG</b> )	\$ 363,900	\$ -
MVP Advanced Project Definition ( <b>STBG</b> )	\$ 181,940	\$ -
MVP Pavement Management Plan ( <b>STBG</b> )	\$ 181,940	\$ -
<b>Supplemental Federal Funds</b>	\$ 2,673,620	\$ 181,940
9.03% match	\$ 265,393	\$ 18,060
<b>Subtotal</b>	<b>\$ 2,939,013</b>	<b>\$ 200,000</b>
Less 5.17% ICAP	\$ (151,947)	\$ (10,340)
<b>Total</b>	<b>\$ 2,787,066</b>	<b>\$ 189,660</b>
<b>Metropolitan Planning Total</b>	<b>\$ 3,193,923</b>	<b>\$ 603,183</b>

<b>Table 3. Funding Sources for Transit Planning Activities</b>			
<b>Transit Planning (FTA 5303) Funds</b>			
Description	FFY2025	FFY2026	
FFY2024 Apportionment	\$ 91,001	\$ -	
FFY2025 Apportionment Estimate	\$ -	\$ 92,715	
<b>FTA 5303 Funds</b>	\$ 91,001	\$ 92,715	
9.03% Match	\$ 9,033	\$ 9,203	
Subtotal	\$ 100,034	\$ 101,918	
Less 5.17% ICAP	\$ (5,172)	\$ (5,269)	
<b>TOTAL</b>	\$ <b>94,862</b>	\$ <b>96,649</b>	
<b>Supplemental Federal Funds</b>			
Transit Development Plan (Unobligated PL)	\$ -	\$ 500,000	
<b>Supplemental Federal Funds</b>	\$ -	\$ 500,000	
9.03% match	\$ -	\$ 49,632	
Subtotal	\$ -	\$ 549,632	
Less 5.17% ICAP	\$ -	\$ (28,416)	
<b>Total</b>	\$ -	\$ <b>521,216</b>	
<b>Transit Planning Total</b>	\$ <b>94,862</b>	\$ <b>617,865</b>	

**Notes for Table 2 and 3:** Until the organization is formed and has the proper fiscal policies in place, the non-federal share will be funded with legislative grant funds identified on page 6 of the UPWP. Once formed MVP membership dues will cover the PL match

**Match** for the additional funding for the MVP office will be funded by membership dues

**Match** for the streetlight intersection, pavement management and sign management project will be paid for by the MSB and Cities

**Unobligated PL:** 90% of the annual apportionment of FHWA PL funds will be distributed to the MPOs. Annually at a quarterly Statewide MPO Coordination Meeting, the MPOs and the state will propose, discuss, and decide on how to allocate any unobligated PL funds for the following fiscal year. This decision will be documented in the meeting notes. This year the MPO's and ADOT&PF agree to allow MVP to use unobligated PL for the MTP, Household Survey Travel Model and the Transit Development Plan.

<b>Table 4. Estimated Costs by Task</b>				
<b>Task</b>	<b>Description</b>	<b>Fund Source</b>	<b>FFY25</b>	<b>FFY2026</b>
<b>Required Plans &amp; Programs</b>				
100 (A)	Unified Planning Work Program	MVP PL/STBG	\$ 10,000	\$ 10,000
100 (B)	Metropolitan Transportation Plan	unobligated PL/PL MVP PL/STBG	\$ 700,000	\$ 100,000
100 (C)	TransCad Modeling	unobligated PL/PL MVP PL/STBG	\$ 300,000	\$ 50,000
100(D)	Household Travel Survey	unobligated PL/PL MVP PL/STBG	\$ 600,000	\$ 50,000
100 (E)	Transportation Improvement Program Development	MVP PL/STBG	\$ 80,000	\$ 80,000
100 (F)	Public Participation Plan	MVP PL/STBG	\$ 100,000	\$ 100,000
100(G)	Support Services	MVP PL/STBG	\$ 191,063	\$ 204,856
		<b>Subtotal</b>	<b>\$ 1,981,063</b>	<b>\$ 594,856</b>
<b>Public Transit System Planning</b>				
200(a)	Transit Development Plan	Unobligated PL		\$ 500,000
200 (b)	MSB Transit Planning Support	FTA 5303	\$ 91,001	\$92,715
		<b>TOTAL</b>	<b>\$ 91,001</b>	<b>\$ 592,715</b>
<b>Supplemental Plans and Programs</b>				
300 (a)	MVP Sign Management Plan	STBG	\$ 370,000	\$ -
300 (b)	MVP Advanced Project Definition	STBG	\$ 185,000	\$ -
300 (c)	MVP Lighting and intersection Management Plan STBG	STBG	\$ 370,000	\$ -
300 (d)	MVP Pavement Management Plan	STBG	\$ 185,000	\$ -
		<b>TOTAL</b>	<b>\$ 1,110,000</b>	<b>\$ -</b>

<b>Table 5. Funding Source &amp; Estimated Cost Comparison</b>		
	<b>FFY2025</b>	<b>FFY2026</b>
<b>Metropolitan Planning Activities</b>		
<b>Available Funding</b> (Table 2)	<b>\$ 3,193,923</b>	<b>\$ 603,183</b>
<b>Estimated Costs</b> (Table 4)		
Task 100 Required Plans & Programs	\$ 1,981,063	\$ 594,856
Task 300 Supplemental Plans and Projects	\$ 1,110,000	\$ -
<b>Total</b>	<b>\$ 3,091,063</b>	<b>\$ 594,856</b>
<b>Transit Planning Activities</b>		
<b>Available Funding</b> (Table 3)	<b>\$ 94,862</b>	<b>\$ 617,865</b>
<b>Estimated Costs</b> (Table 4)		
Task 200(a) Transit Development Plan	\$ -	\$ 500,000
Task 200(b) MSB Transit Planning Support	\$ 91,001	\$ 92,715
<b>Total</b>	<b>\$ 91,001</b>	<b>\$ 592,715</b>

**Table 6. Proposed UPWP (FFY2025 &FFY2026) Annual Office Budget for MVP**

(For comparison purposes with Table 6 - Metropolitan Planning [PL] Fund Distribution to MVP)

<b>Expenditures</b>	<b>FFY2025</b>	<b>FFY2026</b>
Personnel	\$300,000.00	\$330,000.00
Fringe Benefits: Payroll taxes, health insurance and 401k	\$121,613.00	\$139,000.00
Occupancy/Rent	\$61,000.00	\$65,000.00
Professional Fees, including CPA/Accounting and Legal	\$50,000.00	\$50,000.00
Information Technology including support and workstations	\$22,000.00	\$20,000.00
Printing,Postage and Publication	\$5,000.00	\$5,000.00
Meetings	\$5,000.00	\$5,000.00
Training and Travel	\$25,000.00	\$25,000.00
Insurance	\$9,600.00	\$10,000.00
Membership fees AMPO/APA/ Foraker	\$5,000.00	\$5,000.00
Advertising	\$26,000.00	\$25,000.00
Office Supplies	\$10,000.00	\$10,000.00
Other: including equipment and furniture	\$50,000.00	\$10,000.00
<b>TOTAL</b>	<b>\$690,213.00</b>	<b>\$699,000.00</b>

<b>Revenue</b>	<b>Amount</b>	<b>FFY2025</b>	<b>FFY2026</b>
<b>PL Fund Distribution</b>		\$ 453,610	\$ 460,004
<b>9.03% Match</b>		\$ 45,027	\$ 45,662
<b>5303 Apportionment</b>		\$ 91,001	\$ 92,715
<b>9.03% Match</b>		\$ 9,033	\$ 9,203
<b>Supplemental Federal Planning STBG Funds for MVP office</b>		\$ 181,940	\$ 181,940
<b>9.03% Match</b>		\$ 18,060	\$ 18,060
	Subtotal	\$ 798,671	\$ 807,584
	Less 5.17% ICAP	\$ (41,291)	\$ (41,752)
	Subtotal	\$ 757,380	\$ 765,832
	Less DOT&PF Planning Support	\$ (66,000)	\$ (66,000)
	<b>TOTAL</b>	<b>\$ 691,380</b>	<b>\$ 699,832</b>

Note: the MVP budget is based on three FTE with full benefits and a large office space in Palmer or Wasilla that can accommodate the full PB and TC. Additional STBG funding was necessary to support the operations budget.





**Responses to Pre-MPO Steering Committee Comments on the FFY2022 Unified Planning Work Program (UPWP)**

<b>MVP FFY 2025-26 UPWP comment log</b>				
<b>Comment Number</b>	<b>Sources</b>	<b>Reference</b>	<b>Comment</b>	<b>Action Taken</b>
1	Assembly Member Nowers	TASK 100e Household Travel Survey	Looks like you have your work cut out for you. :) Only comment is \$600,000 allotted in the budget for the household travel survey seems like a really high amount	Getting a statistically significant sample of residents in the MPA to understand travel patterns is a significant task that requires a lot of staff time and incentives to complete. The cost estimate for the survey is a range between \$250,000-\$600,000. The exact cost will be determined once a bid is approved and a contract is awarded. The cost we proposed in the upwp is based on recent household surveys done by FAST Planning and AMATS.
2	Jackson Hurst	General comment about the document	I have reviewed the UPWP Draft for Fiscal Year 2025-2026 and I support the findings in the document	None
3	FHWA & FTA	UPWP Narrative Intro	Intro with description of UPWP and MPO planning processes and organization, including development and approval of the UPWP	MVP added a section in the introduction about the development and approval of the UPWP
4	FHWA & FTA	UPWP Draft and Approval Process	Approval/Resolution by MPO Board	MVP will include the Policy Board Action to Approve the UPWP in the final document as part of the cover memo.
5	FHWA & FTA	Regional and Federal Planning Factors	Identify activities that address planning factors: Activities included do address planning factors. Note: Table 1 Identifies National Performance Goals and New Federal Planning emphasis areas, not Planning Factors. Also new federal planning emphasis areas and BIL/IIJA are not discussed in narrative. Could remove mention of bills altogether as they all include the same planning factors.	MVP updated the narrative to include the planning factors, performance measures and the planning emphasis areas. An additional table was created to highlight how the work products are responsive to the planning factors and the emphasis area.
6	FHWA & FTA	Description of transportation planning activities proposed for the area in the next fiscal year(s), (Activities such as - Administration, Data Collection, TIP, MTP, UPWP, TPM, Transit, Public Participation or Air Quality Planning activities). Descriptions should include:	Other Planning Activity comments -- Task 100 UPWP narrative references first monthly and then says DOTPF will compile the quarterly reports. Error?	UPWP Task was updated to add a reporting description to clarify that MVP will submit monthly reports for reimbursement purposes, ADOT will compile the monthly reports into quarterly reports for submission to FHWA and MVP and ADOT will jointly prepare the annual report.
7	FHWA&FTA		Complete Streets - heading is same as Task heading, resulting in MTP task appearing incomplete.	The heading was checked and the narrative was updated to clarify that the complete streets policy is part of the MTP development process.

**Responses to Pre-MPO Steering Committee Comments on the FFY2022 Unified Planning Work Program (UPWP)**

Comment Number	Sources	Reference	Comment	Action Taken
8	FHWA & FTA		UPWP: Include both FFY25 and 26 annual reports in resulting products	The narrative was updated to include the requirement to complete annual reports for FFY 25 &26. it was also clarified that MVP will do monthly reports and ADOT&PF will use the monthly reports to compile quarterly reports.
9	FHWA & FTA	Statement identifying if a Consolidated Planning Grant (CPG) has been implemented and a brief explanation.	A CPG has been implemented effective FY22. Coordinate with DOT&PF HQ to develop and include a statement including narrative. Note the funds are still displayed with separate itemization in budget. Could combine.	A narrative statement was added to the Funding section of the UPWP describing the Consolidated Planning Grant. In the Budget, FTA funds is shown separately for ease with MVP's accounting and organizational planning purposes. This will help staff track and bill hours to the appropriate tasks.
10	FHWA & FTA	Federal share by type of fund	Question - What are Unobligated PL Funds?	A new section in the UPWP was added to explain the different types of funding MVP will be utilizing. An explanation of unobligated PL was included in the narrative and within the budget tables.
11	FHWA & FTA	Self Certification statement	TIP will not be developed until FY26 and a Program of Projects will be incorporated into the STIP, therefore a certification statement with the UPWP is appropriate.	a new section in the UPWP was added to explain how the UPWP was developed In accordance with 23 CFR 450.336 and that the metropolitan transportation planning process is being carried out in accordance with all applicable requirements of



# **MatSu Valley Planning** *for Transportation* Metropolitan Planning Organization

## **MVP For Transportation Policy Board Action Items August 20, 2024**

**Action: Motion to approve the August 20, 2024 Agenda.**

**Motion by Mayor Steve Carrington / Bob Charles**

Passed unanimously

**Action: Motion to approve the July 16, 2024 Minutes.**

**Motion by Sean Holland / Mayor Steve Carrington**

Passed unanimously

**Action: Motion to approve the MVP for Transportation Title VI Plan as presented.**

**Motion by Sean Holland / Mayor Steve Carrington**

Passed unanimously

**Action: Motion to approve the FFY 2025-2026 Unified Planning Work Program, as presented.**

**Motion by Sean Holland / Mayor Steve Carrington**

Passed unanimously

**Action: Motion to approve the Social Media Policy, as presented.**

**Motion by Sean Holland / Brian Winnestaffer**

Passed unanimously

**Action: Motion to approve the Fiscal Policy, as presented.**

**Motion by Bob Charles / Brian Winnestaffer**

Passed unanimously

**Action: Motion to approve the Bylaws update, as presented.**

**Motion by Mayor Steve Carrington / Sean Holland**

Passed unanimously as amended

**Motion to Amend the Title of the ADOT Policy Board Representative listing** from Central Region Director to a Representative of the Alaska Department of Transportation and Public Facilities

**Motion by: Bob Charles / Mayor Steve Carrington**

Passed unanimously

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### **Policy Board Members**

Bob Charles, Knik Tribe • Mayor Edna DeVries, MSB • Mayor Glenda Ledford, City of Wasilla • Brian Winnestaffer, Chickaloon Native Village • Mike Brown, MSB • Sean Holland, DOT&PF • Mayor Steve Carrington, City of Palmer



## **MatSu Valley Planning *for* Transportation** Metropolitan Planning Organization

**Action: Motion to approve the Conflict-of-Interest Policy Certification Form, as presented.**

**Motion by Sean Holland / Mayor Steve Carrington**

Passed unanimously

**Action: Motion to approve the Whistleblower Policy, as presented.**

**Motion by Sean Holland / Mayor Steve Carrington**

Passed unanimously as Amended

**Motion to Amend Item 1 Employee Rights, c. violates fiduciary responsibility by a nonprofit corporation. Change to: Violates any of MVP's policies.**

**Motion by: Mike Brown / Mayor Steve Carrington**

Passes unanimously

**Action: Motion to approve the Travel Request and Reimbursement Policy, as presented.**

**Motion by Mayor Steve Carrington / Sean Holland**

Passed unanimously

**Action: Motion to approve the Letter of Support for the Alaska DOT&PF FHWA Wildlife Crossing Pilot Program, with administrative edits.**

**Motion by Sean Holland / Mayor Sean Holland**

Passed unanimously

*Nicholas R. Charles, Jr.* 8/22/24

Charles R. Nicholas Jr.

Date

MVP Policy Board Secretary

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