



Greater St. Joseph Area  
**MPO**  
Metropolitan Planning Organization

ST. JOSEPH AREA TRANSPORTATION  
STUDY ORGANIZATION

1100 Frederick Avenue, Room 204

St. Joseph, MO 64501

Telephone: (816) 271-4653

<https://www.stjosephmo.gov/863/Metropolitan-Planning-Organization>

*The Federally Designated Organization for the Kansas & Missouri Departments of Transportation; Counties of Buchanan, Doniphan, and Andrew; Cities of Wathena, Elwood, Savannah, and St. Joseph; Village of Country Club.*

# FY2026 UNIFIED PLANNING WORK PROGRAM (UPWP)

**July 1, 2025 – June 30, 2026**

This UPWP will cover a one-year span to align the MPO with the State Fiscal Year.

Missouri CPG Funds: \$295,259

2.5% set-aside: \$14,137

Kansas CPG Funds: \$0

Local Funds: \$73,815

Safe Streets and Road for All Grant: \$152,000

Safe Streets and Roads for All Local Match: \$35,600

KDOT Safe Streets and Roads for All Match Program: \$2,400

**Total CPG Amount: \$383,211**

**Total Safe Street and roads for all amounts: \$190,000**

Approved by SJATSO Technical Committee: September 25<sup>th</sup>, 2025

Approved by SJATSO Coordinating Committee: October 16<sup>th</sup>, 2025

MO ONEDOT Approval:

KS ONEDOT Approval: As needed when Kansas CPG is amended

# CONTACT SJATSO

For questions regarding SJATSO's UPWP, programs, or publications please contact SJATSO Staff. To request additional copies of this document or to request it in an accessible format, please contact SJATSO staff using the methods described below. An electronic copy of this document can also be downloaded online from the website.

1100 Frederick Ave., Room 202  
St. Joseph, Missouri 64501

Phone: (816) 236-1471

Email: [mschieber@stjosephmo.gov](mailto:mschieber@stjosephmo.gov)

Website:

<https://www.stjoemo.info/863/Metropolitan-Planning-Organization>

## **Funding Notes:**

This report was funded in part through grant[s] from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation. The views and opinions of the authors [or agency] expressed herein do not necessarily state or reflect those of the U.S. Department of Transportation.

## **Title VI Note:**

SJATSO hereby gives public notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, and related statutes and regulations in all programs and activities. Title VI requires that no person in the United States of America shall, on the grounds of race, color, sex, or national origin, be excluded from the participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which SJATSO receives federal financial assistance. Any person who believes they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with SJATSO. Any such complaint must be in writing and filed with SJATSO's Title VI Coordinator within one hundred and eighty (180) days following the date of the alleged discriminatory occurrence. For more information, or to obtain a Title VI Discriminatory Complaint Form,

please see our website at <https://www.stjoemo.info/1004/Title-VI-Complaint-Form>.

## Contents

INTRODUCTION.....	8
What is SJATSO? .....	8
SJATSO Boards & Committees .....	8
THE UNIFIED PLANNING WORK PROGRAM .....	11
What is the UPWP?.....	11
Federal Regulations and Guidance .....	12
Priorities and Challenges .....	12
Omission of Incomplete Tasks .....	12
Developing the UPWP .....	12
Relationship with Existing Planning Documents .....	12
Partners in Developing the UPWP .....	13
Public Input.....	14
Committee Approval.....	14
UPWP Amendment Process.....	14
Funding Sources .....	15
Program Administration .....	17
Task 1A – SJATSO Administration & Staffing .....	17
Task 1B – Unified Planning Work Program (UPWP) .....	18
Task 1C – Public Participation Planning (PPP).....	18
Task 1D – Travel & Training .....	19
Short-Range Planning.....	20
Task 2A – Transportation Improvement Program (TIP) .....	20
Task 2B – Current Planning .....	21
Task 2C – Title VI/ADA/LEP/PIP .....	22
Task 2D – Model Maintenance & Use .....	23
Task 2E – Safety.....	23
Long-Range Planning.....	24
Task 3A - Metropolitan Transportation Planning (MTP) .....	25
Task 3B - Non-Motorized Program Planning .....	25
Task 3C – Safe Streets and Roads for All .....	27

Regional Public Transit Planning.....	27
Task 4A - Public Transit Planning .....	28
Data Collection, Maintenance, & Analysis .....	29
Task 5A - Geodatabase.....	29
APPENDIX A: ALL FY2025 WORK OUTCOMES .....	31
APPENDIX B: ALL FY2025 WORK OUTCOME FUNDING .....	35
APPENDIX E: CPG DETAILS.....	38
APPENDIX F: MTP MATRIX .....	38

## Tables and Figures

Table 1 – UPWP Timeframe.....	4
Table 2 – Schedule of Plan and Document Updates .....	6
Table 3 – Key for Schedule of Plan and Document Updates .....	7
Table 4 – Administrative Adjustment or Amendment.....	15
Table 5 – Total UPWP Funding Sources.....	16
Table 6 – Total for Program Administration .....	17
Table 7 – Task 1A Work Outcomes.....	18
Table 8 – Task 1B Work Outcomes.....	18
Table 9 – Task 1C Work Outcomes.....	19
Table 10 – Task 1D Work Outcomes.....	19
Table 11 – Total for Short-Range Planning .....	20
Table 12 – Task 2A Work Outcomes.....	21
Table 13 – Task 2B Work Outcomes.....	22
Table 14 – Task 2C Work Outcomes.....	22
Table 15 – Task 2D Work Outcomes.....	23
Table 16 – Task 2E Work Outcomes .....	24
Table 17 – Total for Long-Range Planning.....	24
Table 18 – Task 3A Work Outcomes.....	25
Table 19 – Task 3B Work Outcomes.....	26
Table 20 - Task 3C Work Outcomes .....	27
Table 21 - Task 3D Work Outcomes.....	27
Table 22 – Total for Regional Public Transit Planning .....	28
Table 23 – Task 4A Work Outcomes.....	28
Table 24 – Total for Data Collection, Maintenance, & Analysis .....	29
Table 25 – Task 5A Work Outcomes.....	30
Figure 1 – MPO Organizational Structure .....	9
Figure 2 – MPO Boundaries .....	10

The following table will be used throughout the timeframe that the FY2026 UPWP is in effect to record the adoption and any future amendments or modifications that are processed.

**Table 1 – UPWP Timeframe**

Type of Revision (adoption, review, amendment)	Date	Description
Public review on draft	March 19, 2025 – April 2, 2025	Draft UPWP published online and sent to libraries, newspapers and social media outlets for public review and comment
Approved by Coordinating Committee	April 17, 2025	Draft taken through Technical Committee and was given final approval at the November Coordinating Committee Meeting
Submitted to MoDOT and KDOT for approval and transmittal to ONEDOT	April 18, 2025	Final draft submitted to State DOTs for final approval and transmittal to ONEDOT
ONEDOT Approval	May 13, 2025	Received final approval
Public review on draft amendment	October 7, 2025 – October 14, 2025	Draft UPWP amendment published online and sent to libraries, newspapers and social media outlets for public review and comment
Approved by Coordinating Committee	October 16, 2025	Draft taken through Technical Committee and was given final approval at the November Coordinating Committee Meeting
Submitted to MoDOT and KDOT for approval and transmittal to ONEDOT	Placeholder	Final draft amendment submitted to State DOTs for final approval and transmittal to ONEDOT
ONEDOT Approval	Placeholder	Received final approval



**Table 2 – Schedule of Plan and Document Updates**

Schedule of Plan and Document Updates								
Year	Quarter	MTP	TIP	UPWP	HSTP	Title VI	LEP	PPP
2025	1		X	X				X
	2		X	X				
	3							
	4							
2026	1		X	X				
	2		X	X				
	3							
	4							
2027	1		X	X				
	2		X	X		x	x	
	3					x	x	
	4					x	x	
2028	1	x	X	X				X
	2		X	X				X
	3	x						
	4							
2029	1	x	X	X	x			
	2	x	X	X	x			
	3	x			x			
	4	x			x			
2030	1		X	X				
	2		X	X		x	x	
	3					x	x	
	4					x	x	

**Table 3 – Key for Schedule of Plan and Document Updates**

Plan and Document Acronym Meanings and Expiration Dates		
MTP	Metropolitan Transportation Plan	Expires December 2029
TIP	Transportation Improvement Program	Expires 30 June annually
UPWP	Unified Planning Work Program	Expires 30 June Annually
HSTP	Human Services Transportation Plan	Subsection of MTP, Expires December 2029
Title VI	Title VI of the Civil Rights Act of 1964	Expires January 2028
LEP	Limited English Proficiency Plan	Subsection of Title VI, Expires January 2028
PPP	Public Participation Plan	Expires January 2027

These two tables visualize the schedule for updating all major plans and documents for the MPO, as well as note their expiration dates. The schedule of project updates table highlights the approximate date that work will be done on different plans. Some work on plans may be conducted before the quarter marked on the table.

# INTRODUCTION

## What is SJATSO?

A [Metropolitan Planning Organization \(MPO\)](#) is a regional decision-making body composed of elected officials, state and federal partners, and city staff from the area. The St. Joseph Area Transportation Study Organization (SJATSO) is the federally designated Metropolitan Planning Organization for the region by 23 [CFR § 450.310](#). The SJATSO is charged by [23 CFR § 450.308](#) with producing federally required transportation policy and planning documents as well as ensuring an inclusive public participation process is followed. A MPO is comprised of a Policy Board which is composed of mostly elected officials (referred to in SJATSO as a Coordinating Committee), a Technical Committee which is made up of transportation planning and engineering professionals, MPO Staff, and various other advisory committees that the MPO may form to advise on specific subjects or projects.

SJATSO seeks to build a stronger regional community through cooperation, leadership and planning surrounding transportation. Through SJATSO's leadership, area jurisdictions and diverse community interests collaborate to address the region's problems and identify the opportunities for cooperative solutions. These efforts, in turn, enhance the effectiveness of local government. SJATSO plays an active leadership role in strengthening the metropolitan community by providing:

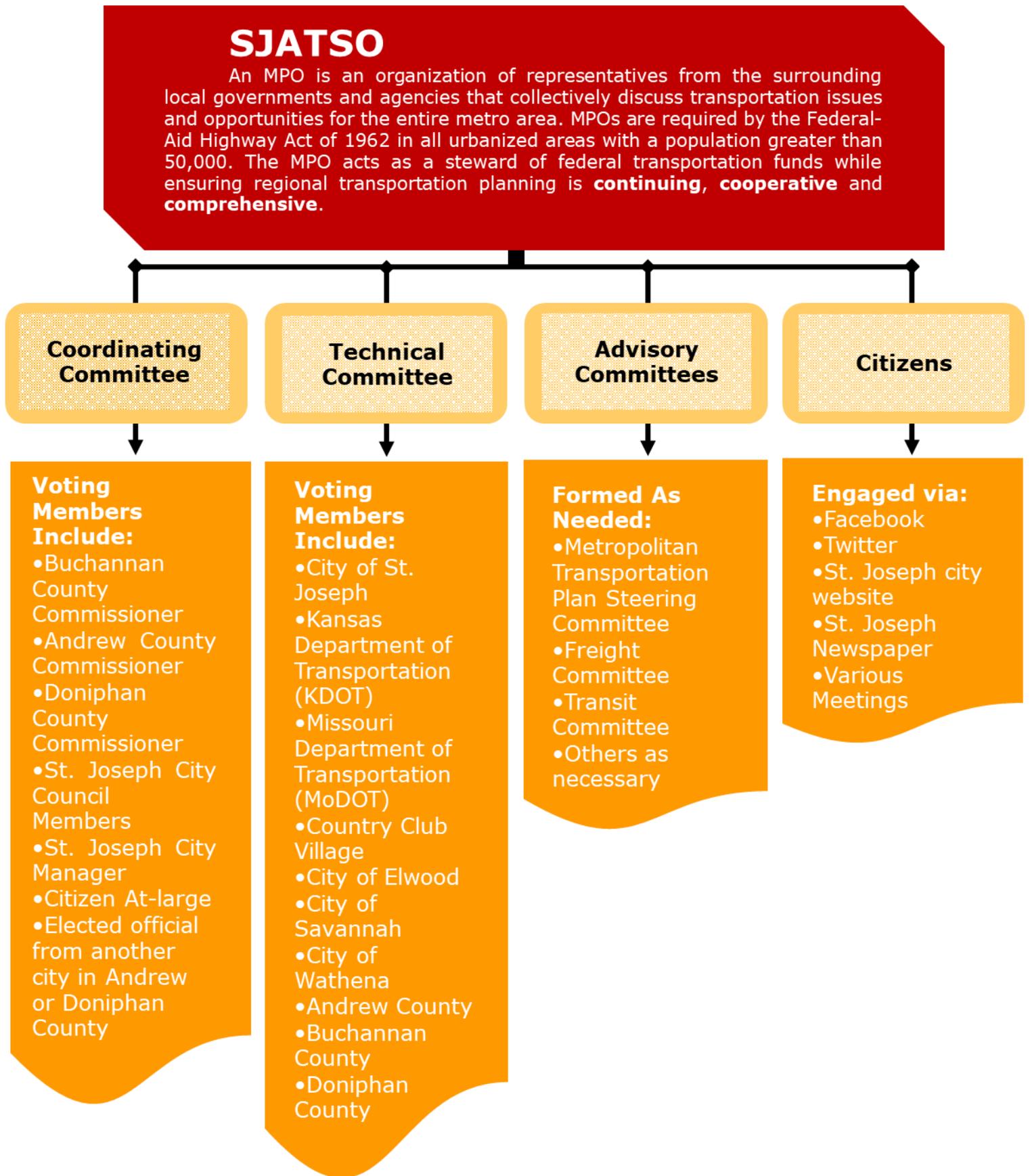
- A forum for addressing regional objectives and diverse community issues related to transportation.
- Long-Range transportation planning and public policy coordination
- Technical assistance and services to enhance the effectiveness of local government in relation to transportation issues.

### **SJATSO Boards & Committees**

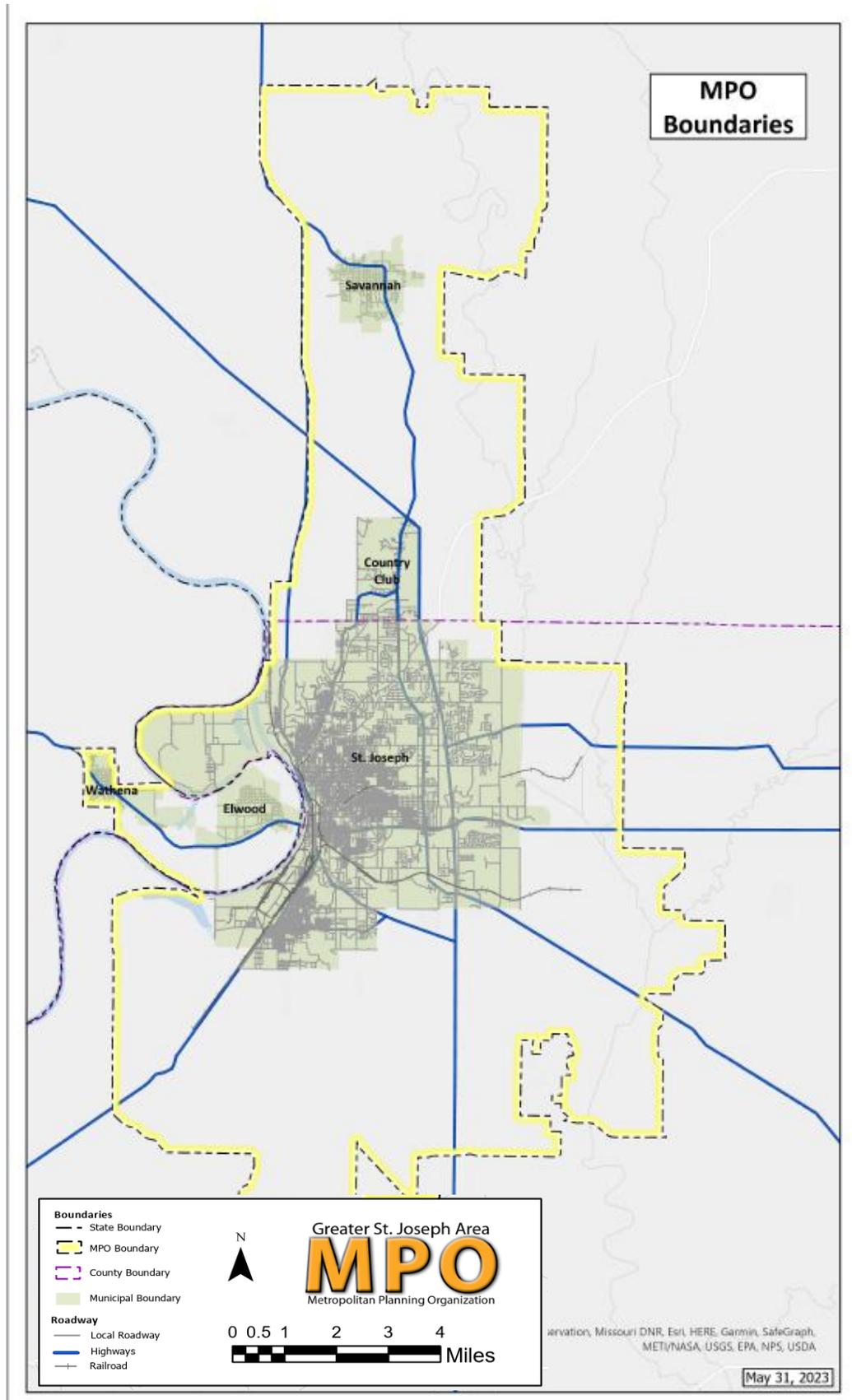
SJATSO serves the tri-county St. Joseph metropolitan region, which includes five separate city governments. As a bi-state MPO, SJATSO's metropolitan planning area boundary includes portions of Buchanan County and Andrew County in Missouri and Doniphan County in Kansas.

Transportation planning at SJATSO is overseen by the Technical Committee, which provides technical support and recommendations to the Coordinating Committee. SJATSO's Coordinating Committee (Policy Board) consists of locally elected and appointed leaders that represent their local government. SJATSO's Bylaws determine the positions that should be represented on each committee. Advisory Committees are appointed by the individual boards based upon need.

**Figure 1 – MPO Organizational Structure**



**Figure 2 – MPO Boundaries**



# THE UNIFIED PLANNING WORK PROGRAM

## What is the UPWP?

The Unified Planning Work Program (UPWP) is a description of the proposed activities of SJATSO during the fiscal year 2026 (July 1, 2025 – June 30, 2026). This program is prepared annually and provides a foundation for the request of federal planning funds from the U.S. Department of Transportation (USDOT) through the Missouri and Kansas DOTs. All tasks are to be completed by SJATSO staff unless otherwise identified.

The UPWP is a one (1) year planning work program detailing transportation planning, programs, and activities to be performed in the metropolitan planning area for the period of July 1, 2025 – June 30, 2026

The UPWP provides guidance and serves as a management mechanism for scheduling and budgeting. The UPWP defines the major administrative and technical work elements for a specific planning year and identifies the major sources of funding for these projects. The primary purpose of the UPWP is to ensure adherence to/compliance with provisions of 23 CFR 450 including subparts A through C. The UPWP guides SJATSO in completing the work elements that lead to the development and

implementation of the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP) as well as Metropolitan Transportation Planning and Programming. Such elements may include, but are not limited to:

- Revising/updating the technical elements of the traffic demand model
- Performing demographic analysis
- Expanding the **GIS** program through developing new skills through training, workshops, and conferences
- Performing special transportation-related studies, plans and programs

### GIS

GIS stands for Geographical Information System and is a computer software program that allows staff to create graphical/thematic maps to illustrate data sets.

The work elements defined in the UPWP are reviewed by and approved by SJATSO's Coordinating Committee, ONE DOT (Federal Highway Administration and Federal Transit Administration), and the Missouri and Kansas DOTs who in turn have designated the City of St. Joseph as the contracting agent responsible for administering and performing these elements approved within the program. The UPWP also defines work elements that may be performed by private transportation organizations in partnership with the SJATSO.

## **Federal Regulations and Guidance**

In the passage of the Moving Ahead for Progress in the 21st Century Act (MAP-21), the FAST Act, and continuing in the Infrastructure Investment and Jobs Act (IIJA), Congress established Transportation Performance Management (TPM). FHWA defines TPM as a strategic approach that uses system information to make investment and policy decisions to achieve national performance goals.

Another requirement is Performance Based Planning and Programming (PBPP) which impacts the TIP and the MTP. PBPP refers to the application of performance management principles within the planning and programming processes of transportation agencies to achieve desired performance outcomes for the multimodal transportation system. SJATSO has adopted MoDOT and KDOT performance measures in many areas.

## **Priorities and Challenges**

The FY2026 UPWP addresses several interrelated transportation issues regarding projects and programs to improve access, regionalism, performance measurement, and sustainability. SJATSO has the responsibility of preparing and maintaining various federal planning requirements, including the Transportation Improvement Program (TIP) and the Unified Planning Work Program (UPWP). Each of these areas, together with travel forecasting and demographic analysis, represent core planning functions of SJATSO and will be key areas of emphasis for 2026. Additionally, federal and regional priorities in recent years have placed more emphasis on different modes of multimodal transportation. SJATSO is aware of this, and this focus is used in the planning process. A Transit Development Plan, which considered this emphasis, was finalized in 2024. Local priorities include emphasis on the development of enhanced public transit services, regionalism, performance measurement, and safety/accessibility. Work to improve non-motorized transportation needs will also be addressed in the coming year. SJATSO is working with outlying communities to improve sidewalk plans and trail planning for the future.

## **Omission of Incomplete Tasks**

The FY2026 UPWP addresses previously incomplete tasks and outlines corrective actions to enhance SJATSO's performance. This year, we have reclassified the Freight and Economic working group and the Safety working group to "as needed" in the completion date sections, reflecting the need for a more flexible approach to address evolving priorities and resource constraints. Additionally, we have removed the National Bicycle and Pedestrian counts from our tasks, as the national organization has ceased these counts, limiting our ability to track this data effectively.

## **Developing the UPWP**

### **Relationship with Existing Planning Documents**

The UPWP is linked to several other planning documents including the Metropolitan Transportation Plan (MTP) and Public Participation Plan (PPP). The MTP is a 20-year horizon plan which is focused into a five-year Strategic Plan (also known as the Transportation Improvement Plan), and ultimately into a 1-year UPWP.

**Metropolitan Transportation Plan (MTP):** The Metropolitan Transportation Plan (MTP) represents the community’s vision for a healthy, safe, and efficient multimodal transportation system for the next 20 years and beyond. This plan identifies future transportation needs, investments, and recommendations for all modes of transportation (automobile, truck, public transit, bicycle, freight, and pedestrian). The MTP outlines goals that are used to create the Strategic Plan, and in turn the UPWP Work Tasks. The Plan is located online here: [2050-MTP-](#)

**Public Participation Plan (PPP):** The Public Participation Plan (PPP) has been prepared to ensure that the public has ample opportunity to participate in SJATSO activities. This plan is also intended to provide direction for SJATSO staff to help engage in public involvement. It is SJATSO’s goal to provide the public with thorough information on transportation planning services and project development in a convenient and timely manner. The PPP contains goals, strategies and policies used by SJATSO staff for all public involvement. This plan received an update in January 2025 and can be read in its entirety. The plan is located online here: [Plans and Projects | St. Joseph, MO - Official Website](#)

### **Partners in Developing the UPWP**

Several federal, state, regional, and local agencies and jurisdictions were involved in the development of the FY 2026 UPWP. They include:

- Federal Highway Administration (FHWA)
- Federal Transit Administration (FTA)
- Missouri Department of Transportation (MoDOT)
- Kansas Department of Transportation (KDOT)
- Buchanan County
- Andrew County
- Doniphan County
- Country Club Village
- City of Elwood
- City of Savannah
- City of Wathena
- City of St. Joseph

Staff asked the municipalities what they considered to be the most critical needs in their communities for the next two years, and with that identified specific work tasks that could be included in the UPWP to address these needs. Most notably a common theme of needing additional planning documents for

non-motorized transportation emerged from these conversations. The Cities of Savannah and Wathena both continue to express interest in further analysis of sidewalk gaps and potential plans for filling these gaps. These planning documents would help to prioritize local funds as well as support local efforts in applying for grants such as the Transportation Alternatives Program.

The 2026 UPWP was open for public comment for 14 days beginning March 19<sup>th</sup>, 2025

### **Public Input**

The public is invited and encouraged to participate in all phases of SJATSO's planning process.

Guidelines for public participation are listed in SJATSO's Public Participation Plan (PPP), which is available on the website at [Plans and Projects | St. Joseph, MO - Official Website](#) or at SJATSO's office. Efforts to encourage public involvement include, but are not limited to:

All Meetings held by the SJATSO Coordinating, and Technical Committee Committees and subcommittees are open to the public.

- Agendas, with public comment opportunity as a standing item, are published 2 weeks (14 days) in advance on SJATSO's web site, and available at the SJATSO office; public comments are encouraged and welcomed at these meetings.
- Public meetings/hearings and document review sessions are generally held for major projects such as the Metropolitan Transportation Plan (MTP)
- All key documents are published online and accessible for view or download on the St. Joseph city website; translation is available upon request along with a translation application on the website which allows for translation of the entire website to any language supported by Google.

### **Committee Approval**

Prior to its adoption, the FY26 UPWP was presented to SJATSO's Coordinating and Technical Committees for consideration and approval. The UPWP was released for a public comment period of 14 days; all comments received were presented to the Coordinating and Technical Committees and considered in the finalization of the UPWP.

### **UPWP Amendment Process**

Amendments and administrative modifications may be made to the UPWP throughout the year. SJATSO follows the procedures specified below:

Amendments to the UPWP involve changes such as adding for MoDOT CPG funding, or greater than 1% or \$5,000 for KDOT PL or 5303 funding, a change

in the scope of the work tasks, or the addition or deletion of a work task. Amendments require a 7-day public review period.

The FY2026 UPWP and any subsequent amendments are subject to review and approval by SJATSO’s state and federal partners: MoDOT, KDOT, FHWA, and FTA (collectively known as ONE DOT). Administrative modifications are subject to review by MoDOT and KDOT.

**Table 4 – Administrative Adjustment or Amendment**

UPWP Administrative Adjustment	UPWP Amendment
Reallocation of budget funds	Addition or Removal of UPWP task(s)
Change in start/completion dates within the originally intended fiscal year	Change in start/completion dates outside of the originally intended fiscal year
Minor Adjustment to project scope (1% or less)	Significant change in project scope, cost, and/or time allocation*

\*A change to project scope, budget, and/or project schedule is considered significant when it alters the original intent of the project or intended deliverables of the project.

Administrative modifications (adjustments) include changes that: do not involve a change to the scope of the funded work tasks, adjust funding amounts by no more than 30% of the funds allocated in a work task for MoDOT CPG funding, or constitute minor text adjustments (e.g., grammatical errors or spelling mistakes).

Administrative adjustments may be made by SJATSO staff without legal notice or a public review period; however, such notices and reviews may be provided at SJATSO’s discretion.

Only amendments must be voted on by SJATSO committees and are required to be published for public comment prior to adoption. Members of the public may attend and present comments at SJATSO meetings, at which amendments are discussed. Administrative modifications may be made by SJATSO staff without legal notice or a public review period, although these can be provided at SJATSO’s discretion and are presented to the committees for informational purposes.

**Funding Sources**

Federal funding is received from the Federal Highway Administration (FHWA) in the form of PL Funds and the Federal Transit Administration (FTA) in the form of Section 5303 funds, which when combined is referred to as a Consolidated Planning Grant (CPG). The City of St. Joseph, Missouri also provides a local match. See Table 5 for FY2026 funding; note that funding is divided by an 80/20 pro rata, meaning federal funds pay for 80% of SJATSO’s

budget, with the City of St. Joseph (represented by Local in the table below) pays the remaining 20% as a cash match.

**Table 5 – Total UPWP Funding Sources**

<b>Total UPWP Funding Sources</b>	
Missouri CPG	\$295,259
Kansas CPG	\$0
2.5% set-aside	: \$14,137
Local	\$73,815
Safe Streets for All	\$190,000
<b>Total</b>	<b>\$573,211</b>

Each year MoDOT and KDOT allocate federal planning funds to SJATSO based on a formula including population; however, it is rare that every year the MPO uses the entire allocated amount. KDOT allows these funds to be carried over across successive years if not spent. MoDOT allows these funds to be carried over as well. MoDOT sets a carryover limit of the balance of the last four allocations. MoDOT tracks carryover balances and notifies the MPO when it gets close to reaching the carryover limit. SJATSO is nearing the four-year limit. Years with consulting work generally account for more CPG funds used than in other years. For that reason, SJATSO keeps a running CPG balance to demonstrate available revenue, as well as save for larger planning products that require additional help from consultants such as long-range plan updates.

## WORK PROGRAM TASKS

### Program Administration

Program Support and Administration includes providing program support, grant administration, interagency coordination, and public participation. It also includes coordinating public information regarding the planning grants received by the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA), in cooperation with Missouri and Kansas DOT.

Additionally, federal and state requirements will be addressed, and a new Unified Planning Work Program will be prepared. Quarterly reports are prepared and submitted to the referenced agencies to follow anticipated work outcome progress. Memberships, training, conferences, office supplies and minor equipment are also managed in this line item which includes procurements.

As a result, it is possible that extensive effort to coordinate, negotiate and implement new planning measures may be required during the period. All elements listed under Program Support & Administration will be the responsibility of SJATSO staff with support from the City of St. Joseph Staff.

**Table 6 – Total for Program Administration**

Total for Program Administration	
Costs	
Consultant/Supply Costs	\$25,000
Labor Costs	\$47,980
Total	\$72,980
Funding Split	
Missouri CPG	\$58,384
Kansas CPG	\$0
Local	\$14,596

#### Task 1A – SJATSO Administration & Staffing

This work task covers all the administrative duties needed to support SJATSO. Such activities include quarterly billings for reimbursement, progress reports, meeting minutes, preparing agendas, general communications and other tasks that do not fall under other work outcomes.

This task also covers the purchase of any needed supplies or equipment. A budget of \$8,000 has been set under this work program for such purchases and can also include organizational membership fees with the Association of Metropolitan Planning Organizations (AMPO).

\$35,845 has been budgeted for this task.

**Table 7 – Task 1A Work Outcomes**

Work Outcome	Description	Approximate Date of Completion
Technical Committee	6 Agendas and Minutes	Bi-monthly
Coordinating Committee	6 Agendas and Minutes	Bi-monthly
Bike and Pedestrian Working Group	24 Agendas and Minutes	Ongoing
Transit Working Group	2 Agendas and Minutes	Bi-annual
UPWP Quarterly Reports	4 Reports Detailing Hours Spent	Quarterly

**Task 1B – Unified Planning Work Program (UPWP)**

Each year a new UPWP must be developed and approved by the Technical and Coordinating Committees. SJATSO staff will prepare any needed amendments to the budget under this work program.

\$5,141 has been budgeted for this task.

**Table 8 – Task 1B Work Outcomes**

Work Outcome	Description	Approximate Date of Completion
2027 UPWP Development	Development of new UPWP based on the Strategic Plan	Approved by Coordinating Committee by April 2026.
UPWP Amendments	Amendments to the tasks or allocation of funds	As-needed
CPG Agreement for MO	Coordinate a CPG Agreement with both state DOTs for FY2027	June 2026

**Task 1C – Public Participation Planning (PPP)**

An update to the PPP was completed in 2025. SJATSO staff will be responsible for ensuring all other plans are in compliance with the PPP, 23 § CFR 450.316 and that all processes follow the outlined requirements therein. \$7,000 has been included for this task to pay for legal notices in local newspapers, and other necessary advertisements.

\$11,284 has been budgeted for this task. Work to establish successful measurements for reaching the public effectively is also included.

**Table 9 – Task 1C Work Outcomes**

<b>Work Outcome</b>	<b>Description</b>	<b>Approximate Date of Completion</b>
Public Involvement & Stakeholder Meetings	Facilitate meetings for major projects	Ongoing and as-needed
Public Notification of Agendas and Minutes	Make agendas and minutes available to the public for comment	14 days prior to Coordinating and Technical Committee Meetings
Press Releases & Mailings	Distribute information regarding major events/projects as well as the SJATSO newsletter	Ongoing and as-needed
Public Access Channel Updates	Provide relevant educational information (i.e. trail etiquette)	Ongoing and as-needed
Online Advertising	Advertise special events/projects	Ongoing and as-needed
Newspaper Advertising	Advertise special events/projects	Ongoing and as-needed
Website & Social Media Updates	Update the website and social media outlets to keep member organizations well-informed	Ongoing and as-needed

**Task 1D – Travel & Training**

Training events can include APA Conferences (local and national), Title VI training, GIS training and various seminars related to transportation. In addition, meetings that require travel are also included in this program such as the bi-annual KS Association of MPOs (KAMPO) meeting and the MPO meetings for Missouri. Also, the budget allows for unplanned and unforeseen meetings on various subjects requested by both Missouri and Kansas DOT(s). Travel expenses such as hotel, travel, conference fees and other expenses as needed are included. This work task sets aside \$10,000 in funding for registration fees, hotel fees, and other travel related costs outside of labor.

\$20,710 has been budgeted for this task.

**Table 10 – Task 1D Work Outcomes**

<b>Work Outcome</b>	<b>Description</b>	<b>Approximate Date of Completion</b>
Kansas and Missouri MPO Meetings	Meeting of state MPOs for peer exchange and training	Bi-annual (TBD)
Title VI Training/Social Innovation for Missouri (SIM) Training	To stay up-to-date with current Title VI requirements and best	Annual (TBD)

	practices	
APA Conference (Local and National)	Conference of planners statewide and nationally to learn best-practices and lessons learned from the planning community	Annual (TBD)
Americans with Disabilities Act (ADA)	Available trainings, webinars, workshops	Annual (TBD)
Title VI	Available trainings, webinars, workshops	Annual (TBD)
GIS	Participate in workshops and trainings	As needed
Other conferences and workshops	For conferences and workshops that are not reoccurring	TBD

### Short-Range Planning

Specifically, work will focus on transportation improvements, planning, modeling, project prioritization, financial analysis, and project development.

Working with local jurisdictions and agencies, SJATSO will work with member governments to encourage the implementation of the MTP at the local level, adopting the MTP as their municipal transportation plan, along with the corresponding representatives from member agencies.

**Table 11 – Total for Short-Range Planning**

Total for Short-Range Planning	
Costs	
Consultant/Supply Costs	\$90,000
Labor Costs	\$65,972
Total	\$155,972
Funding Split	
Missouri CPG	\$124,778
Kansas CPG	\$0
Local	\$31,194

### Task 2A – Transportation Improvement Program (TIP)

The TIP sets forth a four-year schedule of federally funded and regionally significant projects. The projects included in the TIP have been submitted by agencies within the metropolitan planning boundary and its contents are prioritized and approved by SJATSO. The new project selection and evaluation criteria tool and updated submittal forms and procedures are available at the SJATSO website: [here](#) For projects within the state highway systems, under the authority of the Missouri and Kansas DOT(s), project selection is completed by the respective DOT. However, projects submitted for inclusion in the TIP must be consistent with the direction of the MTP, be a project listed within the MTP, and comply with policies set by SJATSO. Exceptions to the

requirement for specific project listings may include some small safety projects and/or minor transit capital procurements. SJATSO also solicits amendments to the TIP twice per year. The program includes multi-modal projects and activities funded by non-federal sources, derived from local units of government’s capital improvement programs.

SJATSO staff will be responsible for this work task. \$17,136 has been budgeted for this task.

**Table 12 – Task 2A Work Outcomes**

Work Outcome	Description	Approximate Date of Completion
Update 2025-2028 TIP	Score and process proposed projects for the new TIP cycle, coordinate with partner agencies for review, public comment and committee review	Final copy approved by Coordinating Committee by July 1st annually
TIP Amendments	Amendments include staff time to review and process projects, post a draft for public comment, and finalize the updates	March and September or as needed

**Task 2B – Current Planning**

SJATSO has developed an on-going five-year strategic planning document for internal use and guidance. This strategic plan is an effort to shift focus from a series of annual programs to a field of view that tracks with the first five years of the MTP. The annual UPWP finds its origin within this product. This strategic plan will be updated to allow for performance planning measures, which conversely emphasize interrelated plan development based on transportation system performance and programming.

\$60,000 has been budgeted to pay AECOM to aid in developing a high-level interchange access and traffic study to determine the feasibility of a new interchange along I-29 in proximity to Faraon Street. Work tasks will include traffic counts, scoping, and design elements. This amount is included in the total budget for this task listed below.

With the implementation of The Bi-Partisan Infrastructure Law, a transition to Performance Based Planning and Programming has become a priority for states and MPOs. SJATSO will spend time working to identify and implement these performance measures as state DOTs update their compliance with federal measures. AECOM will also be updating all modeling needed for future MTP plans and working to perform traffic counts needed for future planning.

\$89,987 has been budgeted for this task.

**Table 13 – Task 2B Work Outcomes**

<b>Work Outcome</b>	<b>Description</b>	<b>Approximate Date of Completion</b>
MTP Implementation	Work with local municipalities for the implementation of the goals and priorities outlined in the 2050 MTP	Ongoing and as needed
Performance Measures	Implementation of Performance Measures and data collection/monitoring	Ongoing and as needed

**Task 2C – Title VI/ADA/LEP/PIP**

SJATSO anticipates principally relying upon reports from the State DOT’s regarding complaints received or acting upon citizen complaints received regarding compliance. Staff will also continue to coordinate with the planning partners on any additional requirements as well as elaborate on the existing Title VI/ADA/LEP Policy program. A review of the current program began in 2023, and updates were completed in 2024 and will cover 2025-2028. Work products include an update to population and demographic data, enhancement of communication and notification processes, and annual reporting of Title VI compliance in accordance with SJATSO’s Title VI program.

\$4,284 has been budgeted for this task.

**Table 14 – Task 2C Work Outcomes**

<b>Work Outcome</b>	<b>Description</b>	<b>Approximate Date of Completion</b>
Revision to website and materials	With update to Title VI, revise website and materials	Ongoing and as needed
Revision of communication and notification processes	With update to Title VI, revise communication processes	Ongoing and as-needed
Annual Title VI Reporting	Provide update of Title VI activities	Annually
Periodic Questionnaires from DOTs	Provide updated data to DOT(s)	Ongoing and as-needed
Annual report including semi-annual DBE reporting	Provide information and update locations of DBE within the region	September

## Task 2D – Model Maintenance & Use

Support will also be provided for units of government that seek to analyze the impact of new developments on roadway systems or that seek to determine future design volumes for new roadways. This will be accomplished via the provision of scenarios reflecting the short and long-term phasing anticipated by the member government.

SJATSO will continue to encourage local governments to act upon its recommendations to implement some type of development impact fee to support new roadway construction that is in turn supportive of new development. In addition to this staff time, \$10,000 has been budgeted to pay an on-call consultant, AECOM, for an update to the travel demand model network. The MPO along with AECOM will also be studying the possibility of different interchanges along I-29 at Faron Street.

\$31,714 has been budgeted for this task.

**Table 15 – Task 2D Work Outcomes**

Work Outcome	Description	Approximate Date of Completion
Output of scenario development	Miscellaneous Travel Forecasting Requests	As needed

## Task 2E – Safety

This work element will principally focus upon establishing relationships with the respective DOT(s) staff to share safety data and set measurable goals during the period. Additionally, efforts will be made within annual projects to increase awareness and safety surrounding cyclists and pedestrians, as well as distracted driving. Events include “Walk to School Day” and “Bike to Work Day”.

SJATSO currently participates in the Northwest Missouri Blueprint for Safety Coalition. Staff will also continue meeting with the Safety Working Group, a newer committee comprised of law enforcement and engineers from the Metropolitan Planning Area (MPA), to analyze areas around the metro that are experiencing high incidents of vehicular and bike/ped crashes resulting in serious injury or death. From this committee, the MPO will begin identifying design issues so that the committee can take measures towards increasing safety outcomes in the MPA.

The Safety and Innovation Mobile Lab is a setup shared between SJATSO and Mo-Kan Regional Planning Commission, which allows for pop-up safety installations or action. One example of its use was the action to paint crosswalks in Savannah to reduce speed in pedestrian areas.

\$12,852 has been budgeted for this task.

**Table 16 – Task 2E Work Outcomes**

Work Outcome	Description	Approximate Date of Completion
Work with the DOT(s) and respective agencies to include safety issues in future plans	Collaborate with DOT(s) to improve safety for regional projects	Ongoing and as needed
Participation in the Northwest Missouri Blueprint for Safety Coalition	Provide information and technical assistance for annual transportation funding	Quarterly and on an as-needed basis
Safety and Innovation Mobile Lab	Provide a manual for Lab use and assist in data analysis	As needed
Safety Working Group	Form a committee to examine areas in the MPA experiencing high incidents of crashes	Bi-annual and as-needed
Bike to Work Day	Encourage modal shift to bicycles through a day/week/month of programming	May Annually

## Long-Range Planning

The 2050 Metropolitan Transportation Plan was approved and adopted in December of 2024. The MTP provides the framework for decision making with an increased multimodal emphasis. As related to transportation planning, long range transportation planning focuses on a program or system level approach. A system level approach is an analysis of the regional transportation network, or system. Long-range planning activities may include performing land use planning, system planning and/or analysis regarding transportation facilities or modes of transportation.

**Table 17 – Total for Long-Range Planning**

Total for Long-Range Planning	
Costs	
Consultant/Supply Costs	\$80,000
Labor Costs	\$41,982
Total	\$121,982
Funding Split	
Missouri CPG	\$97,586
Kansas CPG	\$0

Local	\$24,396
Safe Streets for All	\$190,000

\*SS4A amount is not included in total cost since the majority of work will be funded through a discretionary source.

### Task 3A - Metropolitan Transportation Planning (MTP)

The current Metropolitan Transportation Plan (MTP), recently updated in 2024, emphasizes public outreach, community education, multimodal facility enhancement, and comprehensive transportation system development. Identified action steps in the plan, including project selection and MTP Compliance Reviews, will be implemented as needed to ensure alignment with established goals and objectives. SJATSO initiated preliminary efforts in FY2023 by engaging local jurisdictions to support a cohesive, long-term vision for the metropolitan planning area. Ongoing activities include conducting updated traffic counts and incorporating the latest census data. Additionally, SJATSO is actively coordinating with area jurisdictions to implement performance tracking measures and strengthen reporting procedures in compliance with FAST Act requirements. SJATSO staff will administer amendments and/or administrative adjustments as needed.

\$14,137 has been budgeted for this task.

**Table 18 – Task 3A Work Outcomes**

Work Outcome	Description	Approximate Date of Completion
Approval and Implementation of Performance Measures	Target setting and inclusion of performance measures in SJATSO functions and reporting	Ongoing
Compliance Review Process for TIP projects	Implementation of performance standards for future projects	As needed for TIP Amendments
Implementation of FMTP by member agencies/municipalities	Create unified, regional vision for transportation and land use	Ongoing
Metropolitan Transportation Plan (MTP) Updates	Continually update information for the MTP, over a 5-year cycle, on track for approval in 2024	As needed

### Task 3B - Non-Motorized Program Planning

The Non-Motorized Plan was utilized to evaluate projects that were listed in the development of the 2050 MTP, the non-motorized plan was last updated in 2021. The plan is the framework of all multi-modal non-motorized planning in the MPO area. This plan expands the scope of multi-modal planning in the region to include all on-going efforts of the past few years. Additionally, it looks at the potential of improving streetscapes and encouraging the

implementation of Complete Streets guidance, as well as complete network policy so that all infrastructure in the future is designed and built to accommodate all users safely and conveniently. SJATSO will update the Non-Motorized Plan to evaluate projects listed in the 2050 MTP update.

SJATSO staff will continue to focus on enhancing the Safe Routes to Schools plan that was developed for each of the school districts in the metropolitan planning area. The plans were adopted by the City of Savannah, Savannah School District, City of Elwood, City of Wathena, and Riverside School District. SJATSO staff will assist the school district in refining the document or mapping for individual funding applications and analyses.

There is also ongoing support and coordination with the development of the Urban Trail and Quad State Trails groups for bicycle and pedestrian modes of transportation throughout the urban area, compatible with the direction set forth in the Non-Motorized Plan. Continued support will be provided to encourage the inter-urban, intra-metro and inter-state connections between neighboring towns and cities. This task is on-going every year.

SJATSO also coordinates the efforts for Bike to Work Day/Week; FY2026 will be the sixteenth year that SJATSO has completed this program. This coming year, SJATSO will expand the project with the goal being to increase capacity to eventually encompass the entire month of May (Bike to Work Month).

\$14,137 has been budgeted for this task.

**Table 19 – Task 3B Work Outcomes**

Work Outcome	Description	Approximate Date of Completion
Implementation of Complete Streets Concepts	Support implementation within municipalities that have adopted complete streets ordinances	Ongoing coordination with local schools, counties and cities
Educational Materials & Brochures	Provide educational materials that emphasize the benefits and areas of opportunity for bike/ped efforts	Ongoing and as needed for events
Bike to Work Week	One week focused on supporting bicycling as an alternative option for commuters to raise awareness of bicycle efforts and safety in the community	May annually

Evaluate Non-motorized Plan	Update existing non-motorized plan in coordination with the SJATSO bike/ped standing committee add any updates to information or GIS as needed	May 2025
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**Task 3B1 - 2.5% Set-Aside for Increasing Safe and Accessible Transportation Options**

The Bipartisan Infrastructure Law provides new tools and resources that allow states and local governments to build Complete Streets. This includes a requirement that states, and metropolitan planning organizations use at least 2.5 percent of their planning funding on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities. The set-aside estimate for FY 2026 is \$14,137. This task is 100% federal funding and requires no matching funds.

**Task 3C – Safe Streets and Roads for All**

The SS4A grant will assist in funding the administrative costs and activities involved in developing the comprehensive safety action plan, including hiring a project management consultant and conducting a thorough safety analysis utilizing five years of crash data. The SS4A grant program is guided by the Safe System Approach, which involves a paradigm shift to improve safety culture, increase collaboration across all safety stakeholders, and refocus transportation system design and operation on anticipating human mistakes and lessening impact forces to reduce crash severity and save lives.

\$13,709 has been budgeted for this task using CPG funds. An additional \$190,000 has been budgeted for this task using Safe Streets and Roads for All grant funding.

**Table 20 - Task 3C Work Outcomes**

Work Outcome	Description	Approximate Date of Completion
Safe Streets and Roads for All	The SS4A grant will assist in funding the administrative costs and activities involved in developing the comprehensive safety action plan.	Winter 2026

**Task 3D – Intersection Improvement Study**

The study will evaluate and develop conceptual design alternatives for four identified intersections within the city of St. Joseph to improve safety, efficiency, and multimodal accessibility. This study will identify feasible

improvements, assess potential environmental and utility impacts, and provide recommendations to support future project development and funding efforts.

**Table 21 - Task 3D Work Outcomes**

Work Outcome	Description	Approximate Date of Completion
Intersection Improvement Study	Work with consulting staff to develop conceptual designs for improvements to four identified intersections	Spring 2026

## Regional Public Transit Planning

Public transit is essential for providing transportation services to people with disabilities, the elderly, people who earn less than the national poverty level and people without access to personal vehicles. Transit is one piece of the transportation system within the metro area and has a mutually beneficial relationship with other modes such as bicycling and walking. As such, SJATSO is committed to ensuring that people have access to an affordable, efficient, and safe transportation alternative.

**Table 22 – Total for Regional Public Transit Planning**

Total for Regional Public Transit Planning	
Costs	
Consultant Supply Costs	\$0
Labor Costs	\$17,992
Total	\$17,992
Funding Split	
Missouri CPG	\$14,394
Kansas CPG	\$0
Local	\$3,598

### Task 4A - Public Transit Planning

SJATSO will continue facilitating the Transit Working Group to support improved communications among the many transit providers with a goal of better serving the region and reducing redundancy by improving coordination and collaboration.

SJATSO staff is responsible for this work task. SJATSO monitors transit ridership and has identified declining ridership trends on various routes; the Transit Development Plan (TDP) provides an analysis of these trends and can potentially include a revised schedule to address declining ridership. SJATSO staff maintains regular communication with St. Joseph Public Transit, OATS, and other transit providers within the MPO region. The St. Joseph Public

Transit Manager serves on the Technical Committee, providing a direct link between the MPO and the city of St. Joseph’s transit services.

\$17,992 has been budgeted for this task.

**Table 23 – Task 4A Work Outcomes**

Work Outcome	Description	Approximate Date of Completion
Plan and implement safety and security projects outlined in the FTA audit	Abide by all regulations and recommendations made by FTA for transit	Ongoing
Facilitate the Transit Working Group	Coordinate and lead meetings with area transit officials to improve regional connectivity and efficiency	Biannual and as-needed

### Data Collection, Maintenance, & Analysis

Data collection, data storage and analysis, analytical tools, and performance-based planning are crucial to developing and maintaining a process of data-driven decisions. SJATSO is in a unique position to provide regional data that examines the transportation system. This is important in understanding the effects of proposed projects on a regional level. Such data needs to be occasionally updated to provide the most accurate information possible.

**Table 24 – Total for Data Collection, Maintenance, & Analysis**

Total for Data Collection, Maintenance, & Analysis	
Costs	
Consultant/Supply Costs	\$10,000
Labor Costs	\$4,284
Total	\$14,284
Funding Split	
Missouri CPG	\$11,427
Kansas CPG	\$0
Local	\$2,857

### Task 5A - Geodatabase

SJATSO’s geodatabase is a collection of GIS files that map important data such as bicycle and pedestrian counts, demographic data (ethnicity, poverty, people with disabilities, etc.), and infrastructure such as sidewalks and trails. This information is used when considering and scoring projects for the area. As well, this information helps to support SJATSO’s Title VI Plan and Public Participation Plan, both of which can be found online at <https://www.stjoemo.info/889/Plans-and-Projects>.

Specific activities will include finishing mapping the asphalt overlay program, as well as updating data for performance measures. Additionally, work will include updating the sidewalk gap analysis around the **Safe Routes to School (SRTS)** plans that were adopted. SJATSO staff will conduct a more thorough examination of sidewalks within a ¼ mile of all schools with adopted SRTS plans to assess gaps and safety concerns for children walking or biking to school. This analysis will be expanded upon in future years until SJATSO has a complete database of sidewalks and conditions.

Safe Routes to School plans were developed in partnership with parents, schools, community leaders and local, state, and federal governments to improve the health and well-being of children by enabling and encouraging them to walk and bike to school.

Furthermore, this data lends itself to analysis of how the transportation system is providing mobility for all people within the region. Using this data, SJATSO can better identify areas of need and gaps within the system, helping to prioritize future improvements.

On-going work will include the organization of the geodatabase system, as well as providing additional information as it is made available. SJATSO staff will be responsible for this work program.

\$14,284 has been budgeted for this task.

**Table 25 – Task 5A Work Outcomes**

Work Outcome	Description	Approximate Date of Completion
Maintain and Update GIS database	Regularly update GIS layers (roadway networks, transit routes, traffic volumes, land use).	Ongoing

# APPENDIX A: ALL FY2025 WORK OUTCOMES

	Work Outcome	Description	Approximate Date of Completion
<b>Task 1A SJATSO Administration &amp; Staffing</b>	Technical Committee	6 Agendas & Minutes	Bi-Monthly
	Coordinating Committee	6 Agendas & Minutes	Bi-Monthly
	Bike and Pedestrian Working Group	4 Agendas & Minutes	Ongoing
	Transit Working Group	2 Agendas & Minutes	Bi-Annual
	Freight and Economic Development Working Group	2 Agendas & Minutes	Bi-Annual
	Safety Working Group	2 Agendas & Minutes	Bi-Annual
	UPWP Quarterly Reports	4 Reports detailing hours spent	Quarterly
<b>Task 1B Unified Planning Work Program (UPWP)</b>	2027 UPWP Development	Development of new UPWP based on the Strategic Plan	Approved by Coordinating Committee by April 2026
	UPWP Amendments	Amendments to the tasks or allocation of funds	As-needed
	CPG Agreement for MO	Coordinate a CPG Agreement with both state DOTs for FY2027	Spring 2026
<b>Task 1C Public Participation Plan (PPP)</b>	Public Involvement & Stakeholder Meetings	Facilitate meetings for major projects	Ongoing and as-needed
	Public Notification of Agendas and Minutes	Make agendas and minutes available to the public for comment	2 weeks (14 days) prior to Coordinating and Technical Committee Meetings
	Press Releases & Mailings	Distribute information regarding major events/projects as well as the SJATSO newsletter	Ongoing and as-needed
	Public Access Channel Updates	Provide relevant educational information (i.e. trail etiquette)	Ongoing and as-needed
	Online Advertising	Advertise special events/projects	Ongoing and as-needed
	Newspaper Advertising	Advertise special events/projects	Ongoing and as-needed
	Website & Social Media Updates	Update the website and social media outlets to keep member organizations and the general public; well-informed	Ongoing and as-needed
<b>Task 1D Travel &amp; Training</b>	Kansas and Missouri MPO Meetings	Meeting of state MPOs for peer exchange and training	Bi-annual (TBD)
	Title VI Training/Social Innovation for Missouri (SIM) Training	To stay up-to-date with current Title VI requirements and best practices	Annual (TBD)
	APA Conference (Local and National)	Conference of planners statewide and nationally to learn best-practices and lessons learned	Annual (TBD)

<b>Task 1D Travel &amp; Training</b>		from the planning community	
	Americans with Disabilities Act (ADA)	Available training, webinars, workshops	Annual (TBD)
	Title VI	Available training, webinars, workshops	Annual (TBD)
	GIS	Participate in workshops and trainings	As-needed
	Other conferences and workshops	For conferences and workshops that are not reoccurring	TBD
<b>Task 2A Transportation Improvement Program (TIP)</b>	Update 2025-2028 TIP	Score and process proposed projects for the new TIP cycle, coordinate with partner agencies for review, public comment, and committee review	Final copy approved by Coordinating Committee by June 1st Annually
	TIP Amendments	Amendments include staff time to review and process projects, post a draft for public comment and finalize the updates	March and September or as-needed
<b>Task 2B Current Planning</b>	MTP Implementation	Work with local municipalities for the implementation of the goals and priorities outlined in the 2050 MTP	Ongoing and as-needed
	Performance Standards	Implementation of Performance Standards and data collection/monitoring	Ongoing and as-needed
	Faraon Interchange Access and Traffic Study	Work with Consulting staff to conduct a high-level interchange access and traffic study along I-29 in proximity to Faraon Street	Summer 2025
<b>Task 2C Title VI/ADA/ LEP/PPP</b>	Revision to website and materials	With update to Title VI, revise website and materials	Ongoing and as-needed
	Revision of communication and notification processes	With update to Title VI, revise communication processes	Ongoing and as-needed
	Annual Title VI Reporting	Provide update of Title VI activities	Annually
	Periodic Questionnaires from DOTs	Provide updated data to DOT(s)	Ongoing and as-needed
	Annual report including semi-annual DBE reporting	Provide information and update locations of DBE within the region	September
<b>Task 2D Model Maintenance &amp; Use</b>	Output of scenario development	Miscellaneous Travel Forecasting Requests	As-needed
<b>Task 2E Safety</b>	Work with the DOT(s) and respective agencies to include safety issues in future plans	Collaborate with DOT(s) to improve safety for regional projects	Ongoing and as-needed
	Participation in the Northwest Missouri	Provide information and technical assistance for annual	Quarterly and on an as needed basis

<b>Task 2E Safety</b>	Blueprint for Safety Coalition	transportation funding	
	Safety and Innovation Mobile Lab	Provide a manual for Lab use and assist in data analysis	As-needed
	Safety Working Group	Form a committee to examine areas in the MPA experiencing high incidents of crashes	Bi-annual and as-needed
	Approval and Implementation of Performance Measures	Target setting and inclusion of performance measures in SJATSO functions and reporting	Ongoing
<b>Task 3A Metropolitan Transportation Planning (MTP)</b>	Compliance Review Process for TIP Projects	Implementation of performance standards for future projects	As-needed for TIP amendments
	Implementation of MTP by member agencies/municipalities	Create unified, regional vision for transportation and land use	Ongoing
	Implementation of Complete Streets Concepts	Support implementation within municipalities that have adopted complete streets ordinances	On-going coordination with local schools, counties, and cities
<b>Task 3B Non-Motorized Program Planning</b>	Educational Materials & Brochures	Provide educational materials that emphasize the benefits and areas of opportunity for local bike/ped efforts	On-going and as-needed for specific events
	Bike to Work Week	One week focused on supporting bicycling as an alternative option for commuters to raise awareness of bicycle efforts and safety in the community	May Annually
	Walk to School Day	Coordinate with area schools to support the national walk to school day which emphasizes healthy and safe transportation alternative for children	October Annually
	Update Non-motorized Plan	Update existing non-motorized plan in coordination with the SJATSO bike/ped standing committee	May 2025
<b>Task 3B1 2.5% Set-aside</b>	Set-aside	Set-aside for Increasing Safe and Accessible Transportation Options	Ongoing
<b>Task 3C Safe Streets and Roads for All</b>	Procure a consultant team to develop a Comprehensive Safety Action Plan	The SS4A grant will assist in funding the administrative costs and activities involved in developing the comprehensive safety action plan.	Winter 2026
<b>Task 3D</b>	Intersection Improvement Study	Work with consulting staff to develop conceptual designs for four identified intersections.	Spring 2026
<b>Task 4A Public Transit Planning</b>	Plan and implement safety and security projects outline in the FTA audit	Abide by all regulations and recommendations made by FTA for transit	Ongoing

	Facilitate the Transit Working Group	Coordinate and lead meetings including area transit officials to improve regional connectivity and efficiency	Biannual and as-needed
<b>Task 5A Geodatabase</b>	Maintain and Update GIS Database	Regularly update GIS layers (roadway networks, transit routes, traffic volumes, land use).	Ongoing

# APPENDIX B: ALL FY2026 WORK OUTCOME FUNDING

Total UPWP Funding Sources	
Missouri CPG	\$295,259
2.5% set-aside	\$14,137
Kansas CPG	\$0
Local	\$73,815
Total	\$383,211
Other funding sources	\$190,000
Total for Program Administration	
Costs	
Consultant/Supply Costs	\$25,000
Labor Costs	\$47,980
Total	\$72,980
Funding Split	
Missouri CPG	\$58,384
Kansas CPG	\$0
Local	\$14,596
Total	\$72,980
Total for Short-Range Planning	
Costs	
Consultant/Supply Costs	\$90,000
Labor Costs	\$65,972
Total	\$155,972
Funding Split	
Missouri CPG	\$124,778
Kansas CPG	\$0
Local	\$31,194
Total	\$155,972
Total for Long-Range Planning	
Costs	
Consultant/Supply Costs	\$80,000
Labor Costs	\$41,982
Total	\$121,982
Safe Streets for All	\$190,000
Funding Split	
Missouri CPG	\$97,586
Kansas CPG	\$0
Local	\$24,396
Total	\$121,982
Safe Streets for All	\$190,000
Total for Regional Public Transit Planning	
Costs	
Consultant Supply Costs	\$0
Labor Costs	\$17,992
Total	\$17,992
Funding Split	
Missouri CPG	\$14,394
Kansas CPG	\$0
Local	\$3,598
Total	\$17,992
Total for Data Collection, Maintenance, & Analysis	
Costs	

Consultant/Supply Costs	\$10,000
Labor Costs	\$4,284
Total	\$14,284
Funding Split	
Missouri CPG	\$11,427
Kansas CPG	\$0
Local	\$2,857
Total	\$14,284

## Appendix C: LEVEL OF EFFORT/STAFF COST

TASKS	UPWP Task #	Transportation Planner (1)	Transportation Planner (2)	Intern	Labor Hour Totals	Total Direct Labor Costs
<b>Program Support &amp; Administration</b>	<b>1</b>					
MPO Administration & Staffing	1A	325	325	\$0	650	\$19,679
Unified Planning Work Program	1B	60	60	\$0	120	\$3,633
Public Participation Plan	1C	50	50	\$0	100	\$3,028
Travel and Training	1D	125	125	\$0	250	\$7,569
<b>Short Range Transportation Planning</b>	<b>2</b>					
Transportation Improvement Program	2A	200	200	\$0	400	\$12,110
Current Planning	2B	350	350	\$0	700	\$21,193
Title VI/ADA/LEP	2C	50	50	\$0	100	\$3,028
Model Maintenance & Use	2D	20	20	\$0	40	\$1,211
Safety	2E	150	150	\$0	300	\$9,083
<b>Long Range Transportation Planning</b>	<b>3</b>					
Metropolitan Transportation Planning	3A	165	165	\$0	330	\$9,991
Non-Motorized Program Planning	3B	165	165	\$0	330	\$9,991
Safe Streets and Roads For All	3C	160	160	\$0	320	\$9,688
Intersection Safety Study	3D	0	0	\$0	0	\$0
<b>Transit Planning</b>	<b>4</b>					
Public Transit Planning	4A	210	210	\$0	420	\$12,716
<b>Data Collection, Maintenance, &amp; Analysis</b>	<b>5</b>					
Geodatabase	5A	50	50	\$0	100	\$3,028
<b>Hourly Rates</b>						
Hourly Rates (Not Loaded)		\$31.50	\$29.05	\$15		
Fringe Multiplier	0.415	\$13.07	\$12.06			
Hourly Rates (Fully Loaded)		\$44.57	\$41.11	\$15		
<b>Totals</b>						
Total Labor Hours		2,080	2,080	\$0	4,160	
Total Loaded Labor Hours		\$92,711	\$85,500	\$0		\$178,211
<b>Funding Split</b>						
Federal		\$74,169	\$68,400	\$0		\$142,569
Local		\$18,542	\$17,100	\$0		\$35,642

# APPENDIX D: CPG DETAILS

TASKS (Budget \$)	UPWP Task #	Consultant and Supply Costs	Direct Labor Costs	Fully Loaded Labor Costs	Total Costs	CPG from FHWA & FTA (Missouri)	CPG from FHWA & FTA (Kansas)	Local Match	SS4A Grant	SS4A Local Match
<b>Program Support and Administration</b>	<b>1</b>									
MPO Administration & Staffing	1A	\$8,000	\$19,679	\$27,845	\$35,845	\$28,676	\$0	\$7,169	\$0	\$0
Unified Planning Work Program	1B	\$0	\$3,633	\$5,141	\$5,141	\$4,113	\$0	\$1,028	\$0	\$0
Public Participation Plan	1C	\$7,000	\$3,028	\$4,284	\$11,284	\$9,027	\$0	\$2,257	\$0	\$0
Travel and Training	1D	\$10,000	\$7,569	\$10,710	\$20,710	\$16,568	\$0	\$4,142	\$0	\$0
<b>Subtotal: PSA</b>		<b>\$25,000</b>	<b>\$33,908</b>	<b>\$47,980</b>	<b>\$72,980</b>	<b>\$58,384</b>	<b>\$0</b>	<b>\$14,596</b>	<b>\$0</b>	<b>\$0</b>
<b>Short Range Transportation Planning</b>	<b>2</b>									
Transportation Improvement Program	2A	\$0	\$12,110	\$17,136	\$17,136	\$13,709	\$0	\$3,427	\$0	\$0
Current Planning	2B	\$60,000	\$21,193	\$29,987	\$89,987	\$71,990	\$0	\$17,997	\$0	\$0
Title VI/ADA/LEP	2C	\$0	\$3,028	\$4,284	\$4,284	\$3,427	\$0	\$857	\$0	\$0
Model Maintenance & Use	2D	\$30,000	\$1,211	\$1,714	\$31,714	\$25,371	\$0	\$6,343	\$0	\$0
Safety	2E	\$0	\$9,083	\$12,852	\$12,852	\$10,281	\$0	\$2,570	\$0	\$0
<b>Subtotal: Short Range</b>		<b>\$90,000</b>	<b>\$46,624</b>	<b>\$65,972</b>	<b>\$155,972</b>	<b>\$124,778</b>	<b>\$0</b>	<b>\$31,194</b>	<b>\$0</b>	<b>\$0</b>
<b>Long Range Transportation Planning</b>	<b>3</b>									
Metropolitan Transportation Planning	3A	\$0	\$9,991	\$14,137	\$14,137	\$11,310	\$0	\$2,827	\$0	\$0
Non-Motorized Program Planning (2.5% Set Aside)	3B and 3B1	\$0	\$9,991	\$14,137	\$14,137	\$14,137	\$0	\$0	\$0	\$0
Safe Streets and Roads for All Study	3C	\$0	\$9,688	\$13,709	\$13,709	\$10,967	\$0	\$2,742	\$152,000	\$38,000
Intersection Improvement Study	3D	\$80,000	\$0	\$0	\$80,000	\$64,000	\$0	\$16,000	\$0	\$0
<b>Subtotal: Long Range</b>		<b>\$80,000</b>	<b>\$29,670</b>	<b>\$41,982</b>	<b>\$121,982</b>	<b>\$97,586</b>	<b>\$0</b>	<b>\$24,396</b>	<b>\$152,000</b>	<b>\$38,000</b>
<b>Transit Planning</b>	<b>4</b>									
Public Transit Planning	4A	\$0	\$12,716	\$17,992	\$17,992	\$14,394	\$0	\$3,598	\$0	\$0
<b>Subtotal: Transit</b>		<b>\$0</b>	<b>\$12,716</b>	<b>\$17,992</b>	<b>\$17,992</b>	<b>\$14,394</b>	<b>\$0</b>	<b>\$3,598</b>	<b>\$0</b>	<b>\$0</b>
<b>Data Collection, Maintenance, &amp; Analysis</b>	<b>5</b>									
Geodatabase	5A	\$10,000	\$3,028	\$4,284	\$14,284	\$11,427	\$0	\$2,857	\$0	\$0
<b>Subtotal Data</b>	<b>Data</b>	<b>\$0</b>	<b>\$3,028</b>	<b>\$4,284</b>	<b>\$14,284</b>	<b>\$11,427</b>	<b>\$0</b>	<b>\$2,857</b>	<b>\$0</b>	<b>\$0</b>
<b>Totals</b>										
Total		\$195,000	\$125,944	\$178,211	\$383,211					
CPG from FHWA and FTA (Missouri)						\$306,569				
CPG from FHWA and FTA (Kansas)							\$0			
Local Match								\$76,642		
Other Funding Sources									\$152,000	\$38,000

# APPENDIX E: MTP MATRIX

Task		Supports Economic Vitality	Regionalism	Accessibility	Funding	Transportation / Land Use	Environmental Protection	System Management	Public Involvement
Title	UPWP #								
<b>Program Support &amp; Administration</b>	<b>1</b>								
MPO Administration & Staffing	1A	--	--	--	X	--	--	--	X
Unified Planning Work Program	1B	X	X	X	X	X	X	X	X
Public Participation Plan	1C	X	X	--	--	--	--	X	X
Travel and Training	1D	X	X	X	X	X	X	X	X
<b>Short Range Transportation Planning</b>	<b>2</b>								
Transportation Improvement Program	2A	X	X	--	X	X	--	X	X
Current Planning	2B	X	X	X	X	X	X	X	X
Title VI/ADA/LEP	2C	--	--	X	--	--	--	X	X
Model Maintenance & Use	2D	X	--	X	X	X	--	X	--
Safety	2E	--	X	X	--	--	--	--	X
<b>Long Range Transportation Planning</b>	<b>3</b>								
Metropolitan Transportation Planning	3A	X	X	X	X	X	X	X	X
Non-Motorized Program Planning	3B	X	X	X	X	--	X	X	X
Safe Streets and Roads for All	3C	X	X	X	--	X	--	X	X
Intersection Improvement Study	3D	X	X	X	X	X	X	X	--
<b>Transit Planning</b>	<b>4</b>								
Public Transit Planning	4A	X	X	X	X	X	--	X	X
<b>Data Collection, Maintenance, &amp; Analysis</b>	<b>5</b>								
Geodatabase	5A	--	--	--	--	X	--	X	X