

**ACTION TRANSMITTAL 2020-29**

**DATE:** August 28, 2020  
**TO:** TAC  
**FROM:** TAC Planning Committee  
**PREPARED BY:** David Burns, Senior Highway Planner, 651-602-1887  
**SUBJECT:** 2021 Unified Planning Work Program (UPWP)  
**REQUESTED ACTION:** The Metropolitan Council requests that the Transportation Advisory Board (TAB) recommend adoption of the 2021 Unified Planning Work Program (UPWP).  
**RECOMMENDED MOTION:** That the TAC recommend that TAB recommend adoption of the 2021 Unified Planning Work Program.

**BACKGROUND AND PURPOSE OF ACTION:** The Unified Planning Work Program (UPWP) serves as the Council's application for USDOT transportation planning funds. The UPWP is prepared annually and describes metropolitan-area transportation planning activities being undertaken by four agencies. Participants in the UPWP include the Metropolitan Council, the Minnesota Department of Transportation, Minnesota Pollution Control Agency, and the Metropolitan Airports Commission.

The UPWP includes activities required by federal regulation that address planning priorities of the metropolitan area. The document identifies budgeted expenditures, funding sources, and allocation of staff resources for transportation planning activities of many participants. Projects with Metropolitan Council participation are detailed with staff hours and consultant costs that detail how the estimated \$4.5 million of federal planning money will be spent, along with the 20 percent local match. In 2021 the Council is committing to "overmatching" the federal grant to approximately 25 percent in order to support the transportation planning program.

Many of the tasks included in the UPWP are required by state or federal law and are ongoing, including the TAC/TAB committee process, or repeat on an annual or biennial cycle, such as the preparation of the TIP and the Regional Solicitation.

As the UPWP goes through the review process there may be changes as edits are incorporated at the request of a particular committee, or as new budgeting information is made available.

**RELATIONSHIP TO REGIONAL POLICY:** The UPWP is a federally required description and documentation of proposed transportation and transportation-related planning activities in the metropolitan area.

**COMMITTEE COMMENTS AND ACTION:**

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**ROUTING**

<b>TO</b>	<b>ACTION REQUESTED</b>	<b>DATE COMPLETED</b>
TAC Planning Committee	Review & Recommend	8/13/2020
Technical Advisory Committee	Review & Recommend	Expected 9/2/2020
Transportation Advisory Board	Review & Recommend	Expected 9/16/2020
Metropolitan Council Transportation Committee	Review & Recommend	Expected 9/28/2020
Metropolitan Council	Review & Adopt	Expected 10/7/2020