



Unified Planning Work Program
2022-2023

FINAL DRAFT

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The Elmira-Chemung Transportation Council is solely responsible for its content.*

About the Elmira-Chemung Transportation Council (ECTC)

In December 1974, the Governor of New York designated the Elmira-Chemung Transportation Council (ECTC) as the Metropolitan Planning Organization (MPO) for the Elmira Urbanized Area. As the MPO, ECTC is responsible for the planning and programming of all major transportation projects. ECTC also engages in detailed transportation planning and programming in order to qualify various local projects for federal and state funding.

ECTC's Mission

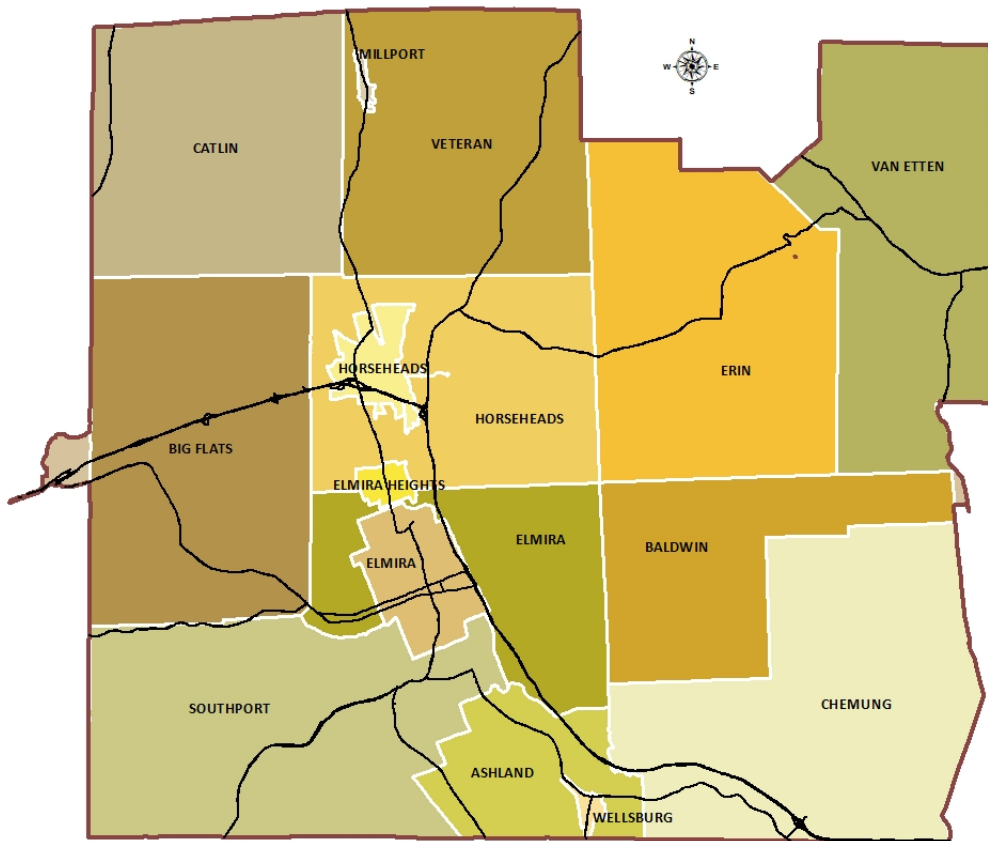
To maintain, operate, and enhance where necessary, a multimodal transportation system within the Elmira-Chemung County planning area. This system will support and sustain commerce and will highlight communities that are attractive and accessible to all by providing for safe, efficient, and reliable modes of transportation.

The UPWP complies with the public involvement provisions of Title VI, which states: "no person in the United States shall, on grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

I. Introduction

About ECTC

The Elmira-Chemung Transportation Council (ECTC) is the Metropolitan Planning Organization (MPO) for the Elmira urbanized area, encompassing the entirety of Chemung County, New York. This Unified Planning Work Program (UPWP) is the basis for all federal funding assistance for ECTC’s transportation planning initiatives for Fiscal Year (FY) 2022 from April 1, 2022 through March 31, 2023. The UPWP is one of the major planning products that federal legislation requires MPOs to produce as part of a certifiable transportation process, along with several other deliverables including a Long-Range Transportation Plan (LRTP), a Transportation Improvement Program (TIP), and an annual list of projects for which Federal transportation funds are obligated.¹



ECTC is responsible for transportation planning within the area shown in the map above. The MPO Policy Committee, which consists of seven voting members representing various state, regional and local

¹ Federal regulations require an Annual Listing of projects for which federal transportation funds have been obligated in the preceding year be available for public review by the MPO. The listing must be consistent with the funding categories identified in the Transportation Improvement Program (TIP). Obligated project lists are compiled by Federal Fiscal Year (October 1 through September 30 of the following calendar year).

agencies, develops and maintains plans for the regional transportation network. ECTC also has a Planning Committee with seven voting members representing NYSDOT, regional planning agencies, the County and the private transit operator. The Planning Committee develops recommendations for the Policy Committee to consider, adopt and implement.

ECTC has developed this UPWP as the annual statement of specific planning activities it will undertake throughout the year, and the mechanism through which it weaves its transportation-planning activities into regional planning efforts.

Infrastructure Investment and Job Act (IIJA)

The federal government issues guidelines and regulations to direct the MPO's planning process; currently, the federal government on November 15, 2021 passed the Infrastructure Investment and Job Act (IIJA), Future work programs will be developed consistent with this new law.

Metropolitan Planning Factors

Federal regulations specify that the metropolitan planning process must be "continuous, cooperative and comprehensive, and provide for consideration and implementation of projects, strategies and services that will address the following factors," as stated in the Code of Federal Regulations (CFR):

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 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. Emphasize the preservation of the existing transportation system;
9. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation; and,
10. Enhance travel and tourism.²

ECTC considers these factors in each of its planning products, including this UPWP and the 2019 Long-Range Transportation Plan (LRTP). The table below shows how each action item from the UPWP corresponds to the planning factors above. Many of the actions relate to multiple planning factors; however, the table reflects the planning factors that *best* represent an action's intent.

² 23 CFR 450.306 <www.ecfr.gov>

Table 1: Planning Factors and Corresponding Actions

	PLANNING FACTORS									
	Economic Vitality	Safety	Security	Accessibility & Mobility	Environment & Quality of Life	Integration & Connectivity	Efficiency	Preservation of Existing System	Resiliency	Travel & Tourism
Task 1: Transportation Asset Management										
1.1. Traffic Count Program								x		
1.2 Transportation Asset Management System				x		x	x	x		
1.3 Technical Support Services						x	x	x		
1.4 Crash Reporting		x	x			x				
1.5 Orthoimage Update		x	x	x	x			x		
Task 2: Mobility Enhancement										
2.1 Safety Monitoring and Planning Process		x								
2.2 Freight Movement		x	x	x		x				
2.3 Interstate 86 Designation	x			x		x				x
2.4 Local Road Safety Plan	x	x		x	x	x	x			
2.5 Steuben-Schuyler Transportation Committee				x		x				
Task 3: Transit Enhancement										
3.1 Transit Board and Transit Oversight		x	x	x	x	x	x	x	x	x
3.2 Performance Measures		x	x	x			x			
3.3 Outreach and Communication	x			x		x				x
3.4 Human Service and 5310				x	x			x		
3.5 Origin-Destination study	x			x			x	x		x
3.6 EV bus study					x		x	x		
Task 4: Long Range Planning and Performance										
4.1 LRTP Update	x	x	x	x	x	x	x	x	x	x
4.2 Regional Economic Development and Planning	x			x	x	x			x	x
4.3 Local and Regional Comprehensive Planning	x			x	x	x			x	x
4.4 Project Evaluation and Design Assistance	x			x	x	x			x	x
Task 5: Transportation Alternatives										
5.1 Rideshare	x			x		x	x		x	
5.2 Bicycle and Pedestrian Facilities and Programs	x	x	x	x	x	x	x		x	x
5.3 Complete Streets	x	x	x	x	x	x	x	x	x	x
5.4 NYS Climate Action and Energy Plans	x		x		x				x	
5.5 Public Education		x			x		x			
5.6 EV charging stations	x			x	x	x	x		x	x
Task 6: Public Participation & Program Administration										
6.1 UPWP	x	x	x	x	x	x	x	x	x	x
6.2 Host Agency Agreement	x	x	x	x	x	x	x	x	x	x
6.3 Status Reporting						x	x			
6.4 TIP						x	x	x		
6.5 Public Participation	x			x			x			
6.6 NYSAMPO	x						x			
6.7 Equal Opportunity and Environmental Justice	x	x	x	x	x	x	x	x	x	x

Guiding Documents and Planning Priorities

ECTC's most recent LRTP, adopted in November 2019, includes a vision statement, goals and objectives that will guide the MPO's work through 2025.³ The LRTP planning process incorporated many opportunities for input from the public, transportation stakeholders and partners. ECTC will implement the LRTP while keeping the following goal statements in mind.

- **Ensure the safety and security of the transportation system for all users.** Transportation agencies and users of the transportation system recognize that safety is fundamental to its success. ECTC is committed to monitoring the system in order to make investments that improve safety and security for drivers, transit riders, pedestrians, and cyclists, along with those that run and maintain the system. With a focus on creating a more equitable transportation system, ECTC will prioritize plans for regional trail network expansion and complete streets, specifically in Elmira and other population centers, in the short-term.
- **Invest in the transportation system infrastructure to bring all facilities and modes into a state of good repair.** ECTC is committed to maintaining our existing transportation infrastructure. We work with partners to continuously evaluate the condition of our roads and streets, bridges, sidewalks, transit buses and facilities, traffic signals and other devices, utilizing an asset management approach and in harmony with the *Forward Four* principles to sustain “preservation first” and bring them to a state of good repair.
- **Actively operate the transportation system to maximize efficiency and reliability of travel.** ECTC will continue to take advantage of advances in technology to manage and operate the transportation system and achieve optimal safety levels. In addressing reliability issues caused by climate, weather events or unanticipated transportation facility failure, ECTC will develop plans to maintain the reliability of the system's key elements.
- **Promote connectivity among all modes of transportation to meet the region's mobility and accessibility needs.** In order to have a vibrant community, people and goods need access to their destinations and mobility options. ECTC recognizes that a well-connected multimodal transportation system serves vital needs from economic well-being to quality of life, and that for residents to be able to seek better employment and housing opportunities, the system must serve their needs.
- **Ensure the efficiency of freight movement throughout the region to maximize support of the economy.** Freight moves primarily by truck and rail to and through the region. Businesses depend on efficient freight movement from local factories, warehouse and distribution centers, and parcel deliveries to small businesses. ECTC will support the efficiency and reliability of freight movement on the region's highways and railroads, and work to implement solutions identified for possible air cargo operations at the airport.
- **Integrate transportation and land use planning to promote economic development, sustainability, and enhanced livability.** ECTC supports the idea that integration of land use and transportation planning enhance the prosperity and quality of life throughout the planning area. Transportation and mobility are quality of life issues that ECTC will improve upon with its partners to the extent possible.

³ Elmira-Chemung Transportation Council 2040 Long Range Transportation Plan, 22-30.

- **Protect and enhance the natural environment, reducing energy consumption and greenhouse gas emissions.** The creation of transportation infrastructure and operation of transportation facilities affects the natural environment, from consumption of land to production of emissions. ECTC will promote environmentally friendly practices that ensure that the outcomes of the plan have minimal to no negative environmental impact, while encouraging options that could leave a smaller environmental footprint.

Planning Priorities

As it is with many communities Chemung County has continued to struggle with the COVID-19 pandemic. ECTC continues to strive to be a positive contributor to Chemung County by being a leader in transportation and by keeping roads and services open, and transportation projects moving forward. ECTC has taken many steps to keep the community moving forward. Some examples and continued priorities for the next year are:

- ECTC will continue to play an integral role in the Chemung County Transit system. An example is seeing the Transportation Center Rehabilitation project through to completion. Due to the supply chain issues and materials price increases the Transportation Center Project was delayed. ECTC has worked with Chemung County to get the project rebid and the project awarded. The rehabilitation of the Transportation Center is projected to be complete by the end of 2022. ECTC staff continues to provide leadership and oversight in a multitude of transit activities to include response to the safety of ridership on the buses in response to the pandemic and the maintenance garage projects.
- The ECTC's Transportation Asset Management (TAM) approach has proved to be quite proactive to the good of the community. The annual Pavement Condition Assessment Program and Report is the biggest ongoing portion that has provided the sole local government document for the conditions of the local federal aid eligible road system. Through its collaborative approach, all non-state federal aid eligible roads, as well as all County and City owned roads are assessed annually and other municipalities as time has allowed. In 2021 the local road system had the highest number of miles of excellent and good rated roads for a 5-year period. This level of quality in the roadway system is believed to a reflection of good cooperative process in the local annual road program based off the Pavement Assessment Program.
- The Lake St. bridge project was completed for bicycle and pedestrian use only in December of 2021. It will provide an alternative from the busy vehicular bridges on either side of it and as well as a viewing platform for wildlife on and along the Chemung River in the downtown of Elmira. It will also serve as a connector in the local trails systems. The local trails systems usage has appeared to increase since the pandemic began, giving the public an opportunity to take in some of the beauty that can be viewed along such trails as the Catharine Valley Trail and the Lackawanna Rail Trail. This year will be another year where ECTC will strive to make trail connections where possible, such as the Catharine Valley to the Lackawanna Rail Trail, and work to open other trails where communities desire it. Walking and biking will provide a healthy alternative to getting to goods and services, instead of driving a car to go a short distance.
- In the upcoming year ECTC will continue to take advantage of the abilities of virtual technology for its outreach and meeting communications. ECTC will continue to participate and support

the ongoing effort of the NYSAMPO Public Engagement Community group to utilize alternative methods to seek public input through virtual technology.

- ECTC continues its annual hosting of an information tent/table at the local Wisner market in downtown Elmira. This event provides ECTC with the opportunity to connect with the public in a less formal setting making the staff of ECTC more approachable. ECTC shares projects and services the MPO provides as well as what is available in the surround communities as far as alternative forms of transportation such as the large and growing trail system in the community.
- ECTC continued to monitor the progress of the 2019-2024 Transportation Improvement Program (TIP) projects. ECTC will continue to work with NYSDOT and local partners as projects progress and the advancement of new projects that carry out the goals of the UPWP are brought to the MPO. ECTC will also work with NYSDOT on the updating the Transportation Improvement Program to 2022-2027. ECTC will maintain administrative modifications as well as keep the public aware of updates and changes through its social media outlets.

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II. 2022-2023 Work Plan and Budget

Overview

ECTC has developed this Unified Planning Work Program (UPWP) in accordance with the metropolitan planning provisions as stated in the 23 CFR, Part 450 and 49 CFR, Part 613.

This report outlines ECTC's specific tasks for 2022-23. As in previous years, NYSDOT Region 6 and the Main Office Statewide Planning Bureau will be active participants in the planning efforts outlined herein. Region 6 also provides administrative support in its role as ECTC Secretary. The Main Office Statewide Planning Bureau provides general administrative direction in assuring adherence to federal and state metropolitan planning requirements. NYSDOT has the responsibility of processing the Federal reimbursement of local and state expenditures incurred by staff performing the work tasks contained in the UPWP.

For this UPWP, ECTC staff and member agencies will continue to focus transportation planning efforts on projects that will improve access to and around the City of Elmira and Chemung County's other population centers. Staff will also continue to be involved in regional mobility, bicycle and pedestrian access planning and coordinating regional efforts with highway and bridge projects on the Transportation Improvement Plan. When municipalities in the planning area embark on planning or economic development studies, the MPO will contribute as needed.

The Appendix includes an overview of the 2022-23 staffing plan, which ECTC anticipates will remain consistent with current staffing levels.

2021-2022 in Review

While a challenging year in many respects due to the coronavirus pandemic and the resulting impacts, ECTC was able to accomplish its goals including updates to the TIP/STIP, and laying the financial and operational groundwork for the Lackawanna Trail extension to Memorial Park in Elmira Heights in 2021. The MPO also helped to implement several wayfinding and safety improvements in the City of Elmira, and assisted the private transit operator with operations assistance during the pandemic.

ECTC continues its partnership with the Chemung County Planning Department through shared space and resources. As mentioned in previous plans, the County Planning Commissioner is also ECTC's Director; as such, the two departments work together seamlessly. ECTC's location in the Chemung County Commerce Center ensures a continuous link between transportation and economic development. In addition to ECTC and the Chemung County Planning Department, the building houses Southern Tier Economic Growth (STEG), the Chemung County Industrial Development Agency, and the Chemung County Chamber of Commerce. This arrangement helps to maximize the partnership efforts among these agencies. Further, coordination with the City of Elmira continues in part due to the proximity of ECTC's office to City Hall.

Task 1.0 Transportation Asset Management

Objectives

ECTC provides data collection and management as one of its core ongoing activities. The MPO provides information for comprehensive and objective analysis in short- and long-range performance-based transportation planning, consideration of non-State projects for the TIP, and project programming.

Previous Accomplishments

- Completed road scoring and the 2021 annual report for the pavement conditions of all Non-State Federal-Aid Eligible Roads in Chemung County, and Chemung County and City of Elmira owned roadway systems. The 5-year analysis of City of Elmira and Chemung County owned roadways show they are at their highest overall condition since the program began, a testament to the combined value of the pavement condition assessment program and the annual pavement program.
- Continued in a leadership role with the Chemung County Geographic Information System (GIS) Consortium (CCGC) and collaborated with the Chemung County IT Department to gather and store data on the county ArcGIS server. Also continued to participate in the Southern Tier GIS Users Group, a regional division of the NYS GIS Association.
- Provided maps and technical assistance to various departments including County Planning, County Buildings and Grounds Dept., Chemung County Soils and Water, Chemung County Industrial Development Agency and Southern Tier Economic Growth and the office of the Chemung County District Attorney .
- Completed an update to the Chemung County Crash data Report.
- Entered CTRAN-County Transit routes and bus stops in into Google Maps for transit to be recognized as a possible alternative to traveling around Chemung County.
- Staff took a support role as NYSAMPO trainer for the roll out of the New York State Crash Location and Engineering Analysis and Reporting (CLEAR), the new crash reporting system that replaces the Accident Location and Information System (ALIS).
- ECTC contracted with ConSysTec to update the Chemung County/ECTC ITS Architecture. Work began in December with an expected completion date by March 31st.

Work Plan

1. Traffic Count Program

NYSDOT staff and contractors will conduct traffic counts for 2021 and compile traffic count data from 2020. After receipt of the data from NYSDOT, ECTC and County staff will add the data into the County's Transportation Asset Management System and the GIS Enterprise database.

2. Transportation Asset Management System

ECTC and County and City DPW staff will score pavement conditions for the entire Non-State Federal-Aid and Chemung County and City of Elmira road system through observation and the use of GPS-enabled cameras that photo log transportation assets in the **fall of 2022**. Subsequent to this effort, in November and December 2022, ECTC will compile maps into a written report documenting the scoring results and add the data to the County's Transportation Asset Management System and GIS Enterprise Database.

The data will provide information for long- and short-term transportation planning by various departments including ECTC and Departments of Public Works.

NYS DOT will be scoring federal-aid eligible roads in Region 6; specifically, non-state maintained roads during even years and state maintained roads every year. ECTC will continue to compile and maintain a photo log of County, City, and other federal-aid-eligible roads and streets as long as sufficient funds are available in the MPO budget. This information will help to identify potential preferred treatments that maximize the safety and efficiency of the transportation system in the most cost-effective manner.

3. Technical Support Services

ECTC will continue its work on a variety of GIS, Global Positioning System (GPS) and mapping-related activities to support short- and long-range planning. Staff will provide technical assistance to member agencies and respond to requests for mapping information. Staff members will continue participation in and support of the Chemung County GIS Consortium to maintain the County's Enterprise GIS System and progress the Transportation Asset Management System. ECTC staff will work with cooperating agencies to identify facilities and features for needed accurate location information and then conduct related fieldwork. Where appropriate, ECTC will include photographs in the data inventory.

Staff will provide GIS and other technical support to the Emergency Management Office, County and City Departments of Public Works and the Chemung County transit system (C TRAN), as needed, during a major weather incident or other emergency.

4. Crash Reporting

Staff will work with the NYSAMPO Safety Working Group (SWG) to access crash data from the new NYS Crash Location and Engineering Analysis and Reporting (CLEAR) system, reviewing and compiling crash data as appropriate. ECTC will continue to update the countywide crash report to use for safety performance measures.

5. Orthoimage Update

ECTC will contribute to the cost of countywide digital orthoimagery preparation in spring 2022 and continue to use the orthoimagery, which is useful for transportation planning, emergency response, code and zoning, and environmental assessments. ECTC expects to have access to the new orthoimagery files in late 2022 or early 2023

Task 1 Deliverables

- Traffic Count Data
- 2022 Road Scoring Report
- Chemung County crash report update
- ITS Architecture plan

Task Budget

Total cost \$67,046

FHWA PL \$55,386

State \$8,745

Local \$2,915

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Task 2.0 Mobility Enhancement

Objectives

ECTC will perform a variety of ongoing activities to preserve, maintain, operate and enhance the safety and condition of the transportation system. The intent of this task is to improve the mobility of residents within the region, increasing options for transportation as well as safety for all modes.

Previous Accomplishments

- Participated in NYSAMPO Safety Working Group meetings and discussions.
- Committee members participated in the Route 13 Connector Road project, which is comprised of Chemung County Department of Public Works (DPW), NYSDOT and consultant engineers, among others. Construction will begin in 2022.
- The Chemung County Local Road Safety Plan was formally adopted by Chemung County in 2021. ECTC continued to provide support to the Chemung County Department of Public Works as it seeks opportunities to implement its Local Road Safety Plan.

Work Plan

1. Safety Monitoring and Planning Process

Staff will continue to work with the NYSAMPO Safety Working Group (SWG) and state, federal and local safety partners to develop a Statewide Comprehensive Safety Monitoring and Planning Process. The process will be flexible and will consider the goals of the NYS Safety Plans. ECTC staff will place primary emphasis on safety issues on non-state owned federal-aid and non-federal-aid systems. We will adjust our efforts to the Safety Performance Management and Highway Safety Improvement Program requirements and regulations as NYSDOT implements statewide targets.

2. Freight Movement

ECTC will continue its efforts to improve knowledge of and functionality of local and regional freight movements and issues through coordination with local development agencies and the NYSAMPO Freight Working Group. ECTC will identify any potential improvements to the freight network, and continue participating in the design and development for the Route 13 Connector Road. This project will result in a new highway segment from State Route 13 to the Horseheads Sand and Transloading (HOST) Terminal, one of the Southern Tier's primary industrial parks.

3. Interstate 86

ECTC and Binghamton Metropolitan Transportation Study (BMTS) will continue to pursue “Alternative Fuel Corridor” designation on I-86 from Binghamton to Erwin. A future I-86 corridor through the Southern Tier with consistently available EV charging stations could attract tourists from downstate heading toward the Finger Lakes and points north and west.

4. Local Road Safety Action Plan

FHWA selected Chemung County as one of three counties in the US to participate in a pilot project for development of a Local Road Safety Action Plan, which the County Legislature formally adopted in 2021. The plan will include a list of projects for specified urban segments, rural segments, urban unsignalized intersections, and urban signalized intersections in Chemung County, and recommend safety strategies for each. ECTC will continue to participate in the planning process, providing the needed crash data for this project and will help to implement the plan as needed.⁴

5. Steuben-Schuyler Transportation Committee

ECTC will continue its participation with the Steuben-Schuyler Transportation Committee in conjunction with Southern Tier Central Regional Planning and Development Board. This group is comprised of representatives from County Planning Departments, Departments of Public Works, and Mobility Managers from Schuyler, Steuben and Chemung Counties, the City of Corning, ECTC and NYSDOT Region 6. This group normally meets semiannually with a focus of regional coordination of plans and projects.

Task 2 Deliverables

- Local Road Safety Plan implementation (projects to be determined).

Task 2 Budget

Total cost	\$100,569
FHWA PL	\$83,079
State	\$13,118
Local	\$4,373

⁴ https://safety.fhwa.dot.gov/local_rural/training/fhwasa14088/local_rsp.pdf

Task 3.0 Transit Enhancement

Objectives

This task encompasses planning activities related to oversight and operation of the County's transit system. These include coordination with the private operator (First Transit), countywide mobility management, transit outreach and communication, and other safety and environmental-related tasks.

Previous Accomplishments

- Held three Transit Board meetings with discussions on new initiatives and projects.
- Completed the annual 17-A report.
- Coordinated submission of two applications for NYSDOT transit funding including Accelerated Transit Capital (ATC) and Modernization and Enhancement Program (MEP).
- Completed Triennial Review.
- Ongoing oversight of Chemung County Transportation Center rehabilitation project.
- Completed the Disadvantaged Business Enterprise (DBE) program and goal setting for 2022-2024.
- Continued ARES Act drawdowns.
- Completed 5310 State Review.
- Submitted competitive 5339 Bus and Bus Facilities Grant.
- Attended Community Rides Stakeholder meetings between Schuyler and Chemung Counties.
- Completed the RFP process for Transit Contractor. Reviewed proposal and successfully awarded new contract.

Work Plan

1. Chemung County Transit Board and County Planning Oversight of Private Operator

Staff will continue to support the Transit Board that provides oversight for C TRAN, and will provide staffing for Board activities. Staff will conduct monthly on-site oversight reviews of asset condition, maintenance records, safety performance (based upon performance measures) and safety plan implementation, customer complaint records, and compliance with Federal and State laws and regulations.

Staff will monitor transit system ridership and other operational data to determine how the system is performing. In 2021, ECTC and the private operator continued discussions on modifications to the fixed transit routes, with what ridership data was available, observations, and a potential need to shift service within the city and on inter-county routes. Due to changes in ridership as the result of the pandemic, the MPO and transit operator paused this initiative until ridership resumes typical levels.

Staff will work with the transit operator to facilitate the Request for Proposals, consultant selection and Invitation for Bid for renovations to the Transit Bus Garage and Administrative Building in 2022.

Staff will work with the transit operator on bus and bus shelter replacements in 2022.

2. Performance Measures: Safety and State of Good Repair

Staff will review and update service standards and performance measures used to evaluate CTRAN operations and to comply with the safety and State of Good Repair requirement. ECTC adopted the NYSDOT-developed performance measures that meet federal requirements. The Transit Specialist will formally collect and report the safety performance measure data using these adopted performance measures. ECTC will regularly perform a review of safety performance with the private transit operator.

3. Transit Outreach and Communication

The Transit Specialist and Mobility Manager⁵ will continue their outreach and mobility efforts. ECTC staff will continue to be involved in the Transit Riders Advisory Council outreach efforts in order to hear concerns with service. The group convenes several times throughout the year and when ECTC and First Transit have information to share. The Riders Advisory Council only met once in 2021 due to the pandemic. ECTC anticipates reverting to more regular meetings going forward.

The Transit Specialist will continue to participate as needed in meetings with regional mobility managers to gain insight about best practices and regional coordination planning efforts. ECTC staff and the Chemung County Mobility Manager will continue to exchange information with partner agencies such as the Economic Opportunity Program, Chemung County ARC, the Chemung County Poverty Reduction Coalition, and the Department of Aging and Long-Term Care Board.

ECTC will continue planning with and accommodating intercity bus operators and operations at the Chemung County Transportation Center in Elmira. This County-owned facility leases space to intercity buses. ECTC will also inform intercity operators when Federal and State funds are available for their services.

The Transit Specialist and/or the private operator will coordinate with potential employers on Section 5311 Supportive Employment Services (SES) applications. Potential new or expanded projects may exist on several of the inter-county routes such as Elmira-Owego and Elmira-Corning. New service will help promote economic mobility through employment opportunities for local residents.

4. Human Service – Public Transit Coordination and FTA Section 5310 Program

The Chemung County Mobility Manager will continue to chair the Chemung County Coordinated Transportation Committee, with the supervision of the Transit Specialist. Using information from the 2018 Chemung County Coordinated Public Transit – Human Services Transportation Plan, ECTC staff will support coordinated partners in applications for the FTA Section 5310-funded vehicle purchase and mobility management projects.

Staff will work with the Mobility Manager to update the Chemung County Coordinated Plan.

With program management provided by the Mobility Manager, Chemung County continues to operate Access Chemung, a transit service tailored to meet the essential health care and employment needs of seniors and persons with disabilities. ECTC and First Transit will work together to increase registration for Access Chemung and discuss modifying the service to encourage higher usage.

⁵ Section 5310 and Section 5311 grants fund this position.

ECTC will coordinate Chemung County’s applications for 5311 (rural) funding including operating assistance, SES, and mobility management projects. We will continue to pursue additional mobility options for residents in coordination with the private operator and other transportation providers.

5. Analysis of Bus Routes and Origin/Destination Study

ECTC will work with the County Transit contractor to conduct public outreach and engagement to identify potential adjustments to the transit system routes. ECTC staff will work with the County Transit contractor to procure consultant services to study the existing bus routes and level of service as well as complete an Origin/Destination study of the current CTRAN transit system. Staff will explore additional funding sources for this work through competitive grants.

6. Electric Vehicle and Fleet Fuel Efficiency Study

ECTC will work with the County Transit contractor to analyze current fleet fuel efficiency and greenhouse gas emissions as well as to conduct a feasibility study and technical procurement assistance for electric bus vehicles and associated infrastructure requirements. ECTC will explore additional funding sources for this work through competitive grants and new programs to be created through the IJA.

Task 3 Deliverables

- Updated Service Standards/Performance Measures, as needed.
- Finalize project applications for FTA Section 5311 (rural) and Section 5310-funded operating assistance and mobility management projects.
- Complete oversight of the Chemung County Transportation Center, Bus Shelters, and Bus Garage rehabilitation projects.
- Maintain Section 5311 Supportive Employment Services (SES).
- Analysis of Bus Routes and Origin/Destination Study will be completed by Spring of 2024
- Electric Vehicle and Fleet Fuel Efficiency Study will be completed by Spring of 2024

Task 3 Budget

Total cost	\$	59,780
Federal	\$	47,824
State	\$	8,967
Local	\$	2,989

Task 4.0 Long-Range Planning and Performance Data and Target Setting

Objectives

Implementation of recommendations from the 2040 ECTC Long Range Transportation Plan (LRTP) will continue this year, along with approving any Federal performance measures and NYSDOT performance targets as needed. The MPO and its agency partners will be busy implementing the programs described within regional planning documents in the upcoming fiscal year.

Previous Accomplishments

- Adopted NYSDOT performance measures to guide and gauge the effectiveness of the local transportation planning process.
- Planned and commenced upgrades to the Chemung County Transportation Center.
- Worked with municipalities to install electric vehicle charging infrastructure (EV charging stations to come in Downtown Elmira in 2022 and 2023).
- Continued discussions for pedestrian safety improvements for Clemens Center Parkways with NYS DOT and other stakeholders.

Work Plan

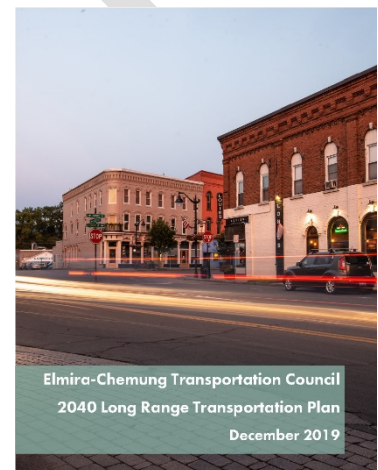
1. *Long Range Transportation Plan Update*

In 2018, ECTC updated the Long Range Transportation Plan. The project focused on technical analysis, transparency, public participation, risk assessment, financial constraint, performance measures and inter-agency coordination. The Policy Committee adopted the LRTP in November 2019. The LRTP is the source of many of the projects listed within this UPWP, including maintenance and construction projects from the TIP, trail extensions, the ITS update and corridor studies that ECTC will prioritize with its partner agencies.

2. *Regional Economic Development and Transportation Planning*

Several major economic development efforts in Chemung County and the City of Elmira have transportation and land use components. Examples of such efforts are the Horseheads Connector Road Project, which will provide freight access from I-86 to the Horseheads HOST facility; the City of Elmira Downtown Revitalization Initiative Project that restored some vacant properties in the heart of the downtown district; the conversion of the closed Lake Street bridge to a bicycle and pedestrian facility that will have the ability to host public events in the downtown business district of the City of Elmira. ECTC staff will provide input, as needed, into how key transportation projects scheduled for 2022 and 2023 construction—including the construction of the Horseheads Connector Road—and how it relates to various economic development strategies. We will assist planning and economic development staff on grant applications through the Consolidated Funding Application process to the Regional Economic Development Council (REDC), as needed.

ECTC may utilize some of the recommendations within the LRTP's traffic assessment section to apply for discretionary Federal or State funding. Several projects that ECTC will progress with its agency partners



may include the Church and Water Street Gateways, improvements to Hanover Square in the Village of Horseheads, Clemens Center Parkway and a network of multi-use lanes for alternative modes.

3. Local and Regional Comprehensive Planning

As time allows, staff will work with municipalities and NYSDOT to help develop land use and transportation plans that are representative of the needs of our population as well as compatible with regional access and economic development initiatives. ECTC will participate in a Chemung County Comprehensive Plan as well as other local and regional planning projects.

Municipalities have expressed an interest in soliciting ECTC's assistance with studies. Staff will assist as needed (and as time allows) with a range of tasks including grant applications, participation on steering committees and the development of recommendations. Potential studies include:

- Village of Elmira Heights: 14th Street circulation and traffic study
- Catherine Valley Trail and Lackawanna Rail Trail connection design and engineering study
- Sidewalk survey for the City of Elmira
- Elmira Gateway Corridors Study

4. Project Evaluation and Project Design Assistance

ECTC may solicit for non-State transportation projects for the outer years of the 2019-2024 TIP. If proceeding with the project selection process, ECTC will review the proposed local projects to rate each project, using the newly adopted performance measures where appropriate. Staff will assist in continuing initial project planning, subsequent consultant selection, and design review.

Task 4 Deliverables

- Local and regional comprehensive plans input, as needed.

Task 4 Budget

Total cost	\$201,138
FHWA PL	\$166,158
State	\$26,235
Local	\$8,745

Task 5.0 Transportation Alternatives

Objectives

This task includes ongoing activities related to planning for alternate modes of transportation. These include but are not limited to regional ridesharing, bicycle and pedestrian enhancements, and the creation of complete streets policies. The impact that Autonomous Vehicles will have on our transportation system has been an ongoing topic of the New York State Association of Metropolitan Planning Organizations (NYSAMPO) for the past few years and the topic will continue to grow in magnitude as this technology progresses. ECTC will strive to keep current on this topic and its potential impacts on the transportation system, land use and economic development.

Previous Accomplishments

- Coordinated Bicycle Advocacy Committee and Pedestrian Advocacy Committee (BACPAC) meetings.
- Participated in Chemung County Traffic Safety Board (TSB) meetings.
- Worked with Elmira Community Cycles and the Chemung County Department of Public Works to determine placement of bicycle repair stations along local trails and community centers.
- ECTC Staff hosted tables during Elmira Downtown Development's summer Wisner Market events beginning late May to through early September. ECTC hosted a tent station and provided pamphlets, brochures and flashing safety buttons to promote the usage of the local trails for bicyclists and pedestrians, as well as provided information on using the local transit system..

Work Plan

1. Rideshare

Although dedicated NYSDOT funding for the Southern Tier project has ended, NYSDOT will continue to provide project support through its Transportation Demand Management (TDM) program. ECTC will continue to work with NYSDOT and its consultants to maintain the 511NY Rideshare system in the five partner counties and look for opportunities for expansion. ECTC staff attends meetings and provides oversight of the County's Mobility Manager to keep up on the marketing of this effort through smartphone apps, the internet and social media. ECTC staff support of the regional project remains critical to the project's success. In Chemung County and in neighboring rural counties, Section 5311 mobility management funding is in place to fund project management and public outreach.

2. Bicycle and Pedestrian Facilities and Programs

ECTC has supported and will continue to support the development of bicycle and pedestrian facilities and programs through the following actions:

- Coordination of BACPAC, the Tri-county (Chemung, Steuben and Schuyler) bicycle and pedestrian advisory committee. The group identifies, prioritizes, and helps to progress projects to facilitate more and safer bicycling and walking in the region.
- ECTC will continue working with County Department of Public Works to ensure bicycle repair stations are installed in the summer of 2022.
- Work with groups such as Friends of the Catharine Valley Trail and Lackawanna Rail Trail Committee to establish a work plan for regional trail network development, building on the success of these trails. ECTC is developing a Request for Qualifications for a consultant study of

the Catharine Valley Trail connection to the Lackawanna Trail. ECTC will fund the study with the expectation that a suitable connection between the 2 trails can be identified. The completion date for the study is Spring of 2024.

- Work with municipalities to apply for grants through NYSDOT programs such as Transportation Alternatives Program (TAP).
- Assist the City of Elmira in progressing sidewalk location and condition inventory as recommended in the LRTP, to support bicycle/pedestrian and Safe Routes to School projects. The GIS Transportation Analyst will produce maps related to this task in 2022 using GIS and field surveys. Also, continue to encourage on-street bicycle networks through striping, sharrows, etc.
- Assist with the design and construction of the North-South Bicycle-friendly corridor, funded in part by a TAP grant in 2019 (from Davis Street in Elmira to Village of Horseheads).

ECTC has been instrumental in the development of two regional trails (Lackawanna Rail Trail and Catharine Valley Trail) and will continue its work on both. Staff will continue to work with municipalities and the City's Lackawanna Rail Trail Committee to identify projects to improve the trail. Staff will also continue to provide support to the Friends of Catharine Valley Trail and NYS Office of Parks, Recreation and Historic Preservation (OPRHP) to promote the trail and advocate for completion of the final trail elements in Chemung County.

3. Complete Streets

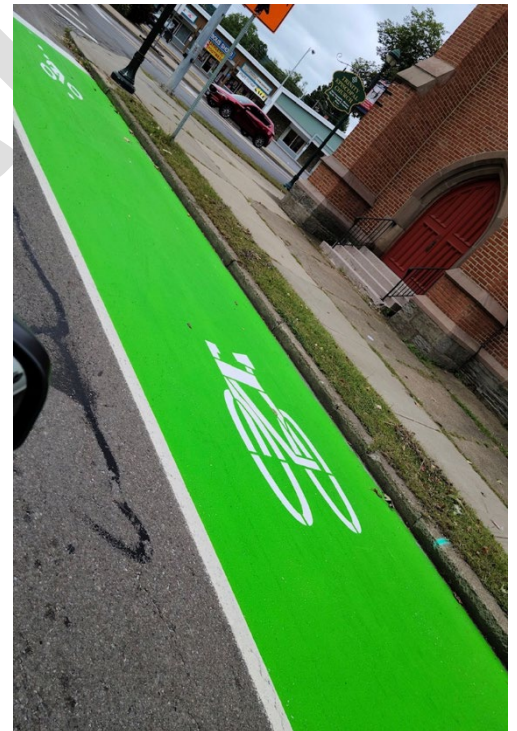
The FAST Act was the first federal legislation that required USDOT to encourage MPOs to adopt complete streets policies that take pedestrians and other vulnerable road users, as well as motor vehicles, into account during the planning and design process. If additional grant funding is available, ECTC will continue working with partner agencies to improve walking and biking routes to area schools; in particular, safe crosswalks to local elementary schools. ECTC staff will assist any municipality in the county that is interested in adopting a Complete Streets policy.

4. New York State Climate Action and Energy Plans

Staff will continue to work with the NYSAMPO Climate Change Working Group and NYSDOT on the State initiatives to develop and implement plans that will reduce greenhouse gas pollution, build New York's clean energy economy and reduce energy consumption. NYSERDA is producing a Climate Impact Assessment for New York State and the ECTC Director contributes as an advisor by participating in regular meetings and reviewing and commenting on material developed by the working group.

5. Public Education

Staff will distribute information about funding opportunities from federal and state agencies, and assist municipalities with applications where appropriate.



Staff will continue to participate in the Chemung County Traffic Safety Board (TSB) to raise public awareness about traffic safety issues.

ECTC and the Mobility Manager will provide safety education materials and technical assistance to police agencies, municipalities, community groups and others who wish to increase bicycle and pedestrian safety. ECTC will continue to help BACPAC members fund bicycle tool kits and/or educational materials to accompany them.

ECTC staff will also continue to serve on the Chemung County Age-Friendly Community Advisory Council and Coalition Committee to provide assistance with implementing the Transportation elements of the Chemung County Age-Friendly Community Action Plan.

6. Electric Vehicle (EV) Charging Stations

As the nation is seeing an increase in electric vehicle options and offerings, ECTC Staff will work with Chemung County and the City of Elmira, and any other interested local municipalities, to find suitable locations for EV charging station infrastructure. This will include helping to determine the most suitable locations, assistance on grant funding and assistance on overseeing that the stations get installed.

Task 5 Deliverables

- Continued project support and education for the regional 511NY Rideshare project to grow the number of registrants in the system.
- Sidewalk survey for the City of Elmira
- Plan for the Catherine Valley Trail to Lackawanna Rail Trail link.

Task 5 Budget

Total cost	\$167,616
FHWA PL	\$138,465
State	\$21,863
Local	\$7,288

Task 6.0 Public Participation and Program Administration

Objectives

This task involves ongoing public participation and general administration of the MPO, including staff management, agency coordination, annual certification, meeting preparation, miscellaneous technical assistance, and compliance with various Federal and State mandates.

Previous Accomplishments

- Prepared and implemented 2022-2023 UPWP.
- Began ECTC 2022-2027 TIP update.
- Participated in coordinated transit and transportation activities within Chemung County and with adjacent counties.
- Provided semiannual progress reports, DBE reports (for federal-aid projects), M/WBE reports (for state funded only projects) and Title VI reports to NYSDOT.
- Participated in meetings and calls with NYSAMPO Directors group and NYSAMPO Working Groups.
- Conducted public outreach (still limited in scale due to COVID) including regular social media updates and information tables at various summer events such as Wisner Market.
- Staff participated in a NYSAMPO Public Engagement Community of Practice working group to share ideas and practices on how to improve outreach and gain public comment through social media and various internet- based platforms.

Work Plan

1. Unified Planning Work Program

ECTC will prepare its 2023-24 UPWP and incorporate any 2022 and 2023 changes to the federal transportation regulations.

2. Host Agency Agreement

ECTC will provide support for the timely renewal and implementation of the host agency agreement between Chemung County and NYSDOT. The current host agreement was signed July 2012 and runs through the end of 2022.

3. Status Reporting

Along with NYSDOT Region 6, staff will prepare semiannual progress reports, DBE and M/WBE and Title VI reports and quarterly applications for reimbursement.

4. Transportation Improvement Program (TIP)

The ECTC TIP Subcommittee will update the FY 2019-20 to 2023-24 TIP, which lists the programmed federally funded highway and transit projects, as needed. The Planning and Policy Committees will approve and revise the TIP as ECTC and its partners request funding and project changes. ECTC will have an update process on its TIP for 2022-2027 in 2022-2023 UPWP.

5. Public Participation

With the awareness of the need for social distancing ECTC will look for opportunities to use technology to meet social distance needs and will ensure that virtual meetings will be made available through its website and Facebook page. ECTC also will continue to pursue active public participation in the

transportation planning process through partnerships with community groups in the area and communication with local media outlets. ECTC will continue to maintain the MPO website and social media.⁶

ECTC and the Mobility Manager will continue its efforts to incorporate greater public participation into all aspects of transportation planning. Staff will coordinate with various groups including:

- C TRAN Transit Riders Advisory Council
- Chemung County Poverty Reduction Coalition
- Chemung County Human Relations Commission
- Chemung County Aging and Long- Term Care Advisory Council
- Chemung County Coordinated Transportation Committee
- NYSAMPO Transit Working Group

Federal regulations continue the requirement to develop a Public Participation Plan in consultation with interested parties. ECTC updated its public participation plan in 2018 and plans to update again in 2023.

6. New York State Association of NYS MPOs (NYSAMPO)

ECTC is an active participant in the NYSAMPO Directors Association. The Directors Association involves the types of regional and statewide coordination among the fourteen MPOs as their interests and efforts overlap and should be, and are, coordinated. The Directors routinely address the Planning Emphasis Areas as part of their collaborative efforts. As part of UPWP development each year, the 14 MPOs in New York State (NYSAMPO) collectively reserve a limited amount of federal transportation planning funds to fund a series of shared cost initiatives (SCIs) and pay annual dues to the Association of Metropolitan Planning Organizations (AMPO). As available, NYSDOT has made FHWA State Planning and Research (SPR) funds available to NYSAMPO to supplement SCIs funded with FHWA PL and/or FTA Metropolitan Planning Program funds.

ECTC staff participate actively in the NYSAMPO working groups. Staff will continue to attend Bike/Pedestrian Working Group meetings, conferences and trainings. We will also continue to participate in the Safety Working Group (SWG), which meets almost monthly to share information, advance safety initiatives and collaborate with its safety partners. Staff will participate with the GIS group and Transit Working Groups, among others.⁷

NYSAMPO fees

NYSAMPO fee (purpose)	Cost	Lead Agency
NYSAMPO Staff Support (to provide administrative and technical support for NYSAMPO efforts, including working groups)	\$150,000 (FHWA PL) \$100,000 (NYSDOT SPR)	Capital District Transportation Committee

⁶ www.elmirampo.org and facebook.com/elmirampo

⁷ The SWG partners include the Federal Highway Administration (FHWA), National Highway Traffic Safety Administration (NHTSA), New York State Department of Transportation (NYSDOT), the Governor’s Traffic Safety Committee (GTSC), the Institute for Traffic Safety Management and Research (ITSMR), the New York State Police (NYSP), the NYS Department of Health (NYSDOH), Cornell Local Roads Program, and NYS Department of Motor Vehicles (NYSDMV).

NYSAMPO Staff Training (to provide relevant training and professional development opportunities for MPO staff and member agencies)	\$73,795 (FHWA PL) \$104,345 FTA MPP / \$26,086 (NYSDOT IKS)	Genesee Transportation Council
AMPO Dues (to ensure that MPOs are aware of and considered in the development of national transportation policy)	\$51,611 (FHWA PL)	Binghamton Metropolitan Transportation Study
Shared Transit Service Planning and Analytics Initiative (to support a set of collaborative pilot applications of common transit mobility planning and analysis tools)	\$458,590 (FTA §5303 MPP) \$114,648 (NYSDOT IKS)	Capital District Transportation Committee

7. Equal Opportunity and Environmental Justice

ECTC’s staff and participating agencies’ internal operation and deliverables address and provide equal opportunity. ECTC is supportive of transportation equity, whereby all people and neighborhoods benefit from transportation investments. The term “environmental justice” encompasses three fundamental principles:

- To avoid, minimize, or mitigate disproportionately high and adverse human health and environmental effects, including social and economic effects on minority and low-income populations.
- To ensure the full and fair participation by all potentially affected communities in the transportation decision-making process.
- To prevent the denial of, reduction in, or significant delay in receipt of, benefits by minority and low-income populations.

Environmental justice is a restatement of the nondiscrimination requirements under Title VI of the Civil Right Act of 1964 and other laws, regulations and policies. Ongoing processes examine the impacts of the transportation planning process, the LRTP and the TIP on minority and low-income populations. ECTC strives to promote the development of a more equitable transportation system through its goals and actions.

ECTC will use its host arrangement in the County Planning Dept., to facilitate outreach efforts with Human Service Constituents, such as the Chemung County Coordinated Transportation Committee and the Chemung County Poverty Reduction Coalition. The Chemung County Poverty Reduction Coalition is group of community leaders that work to increase awareness and understanding of poverty, and to identify the needs, available resources and actions to reduce poverty in the community. ECTC, through it’s working arrangements will attend meetings of the Chemung County Human Relations Commission and Chemung County Poverty Reduction Coalition, helping to identify unmet transit and other surface transportation needs at that time.⁸

⁸ The Chemung County Human Relations Commission (HRC) promotes the value of diversity and equal opportunity within the workplace and the community. The Chemung County Poverty Reduction Initiative engages local community leaders around activities and policies affecting poverty in the area.

Task 6 Deliverables

- 2022-2023 UPWP
- Semiannual Progress Reports
- TIP revisions/updates, as needed
- Annual Federal Obligations Listing

Task 6 Budget

Total cost \$134,092

FHWA PL \$110,772

State \$17,490

Local \$5,830

DRAFT

Funding Summary

Federal-Aid

The UPWP addresses planning funds that US Department of Transportation agencies administer under the following programs:

Federal Highway Administration (FHWA) PL program: For the period April 1, 2022 to March 31, 2023, the allocation of FHWA PL to ECTC is \$383,686. However, ECTC acknowledges and concurs with a takedown for the purposes of paying one year of membership dues to the Association of Metropolitan Planning Organizations (AMPO) plus its share in funding the New York State Association of MPOs staff support services. This results in a net available allocation of \$383,184. ECTC is reprogramming \$170,676 in PL backlog for 2022-23 for staffing and consultants. After these adjustments, the FHWA PL funds used for the 2022-23 ECTC Operating will be \$553,860.

Federal Transit Administration (FTA) Section 5303 program: 49 USC 5303 Metropolitan Planning Program funds are available on a formula basis to MPOs to support planning activities in metropolitan areas. These funds, which NYSDOT administers on a statewide basis, require a 20% non-federal match. For the period of April 1, 2022 to March 31, 2023, an estimated \$47,824 in Section 5303 funds has been allocated to ECTC, all of which the MPO will use in the 2022-23 period. No FTA planning funds remain from the 2021-22 allocation. At the time the UPWP is being developed, it is estimated that no FTA planning funds will remain from the 2021-22 allocation.

Match Funds

New York State Department of Transportation: NYSDOT provides a share of the non-federal match funds for the FHWA PL and Section 5303 programs. NYSDOT provides a 15% (or 75% of the non-federal 20% share) match in the form of toll credits for both the FHWA PL program and as in-kind services for the Section 5303 program. The amounts allocated for ECTC programs are \$87,452 for the FHWA PL program and \$8,967 for the Section 5303 program, making the total State match for the 2022-23 UPWP \$96,419.

Local Participants: The local government participants, particularly Chemung County, the Host agency, also provide a share of the non-federal match funds for the FHWA PL and Section 5303 programs. Local Participants provide a 5% match (or 25% of the non-federal 20% share). These amounts are \$29,151 for the FHWA PL program and \$2,989 for the Section 5303 program. Therefore, the total local support for the 2022-23 UPWP is \$32,140 (see table below).

Program Summary

The total value of the 2022-23 UPWP from the various funding sources is \$730,242 Table 2: Summary Table, below, presents the overall resources for the 2022-23 UPWP by funding program.

Table 2: Summary Table

Programmatic Funding Summary				
Program	Federal	State	Local	Total
FHWA PL	\$ 383,184	\$ 60,503	\$ 20,168	\$ 463,854
FTA 5303	\$ 47,824	\$ 8,967	\$ 2,989	\$ 59,780
TOTAL	\$ 431,008	\$ 69,470	\$ 23,157	\$ 523,634
2022-23 Available Operating Funds				
REVENUES	FHWA PL	FTA 5303	Total	
Federal-Aid Grant	\$ 383,184	\$ 47,824	\$ 431,008	
Reprogrammed Funds	\$ 170,676	\$ -	\$ 170,676	
Total Revenues	\$ 553,860	\$ 47,824	\$ 601,684	
2022-23 Available Funds-Other FTA Funds (Carryover)				
REVENUES*	FTA PA grant	Total		
Federal-Aid Grant	\$ -	\$ -		
Reprogrammed Funds**	\$ 50,000	\$ 50,000		
Total Revenues	\$ 50,000	\$ 50,000		
2022-23 Total Available Operating Funds				
Total Federal-Aid			\$ 651,684	
EXPENSES	Total	FHWA PL	FTA 5303	Other FTA
Personnel	\$ 328,901	\$ 269,079	\$ 28,557	\$ 31,265
Fringe	\$ 179,329	\$ 145,841	\$ 15,478	\$ 18,010
Travel	\$ 9,495	\$ 8,770	\$ -	\$ 725
Equipment	\$ 1,915	\$ 1,915	\$ -	\$ -
Supplies	\$ 7,056	\$ 7,056	\$ -	\$ -
Contractual	\$ 100,804	\$ 100,804	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -
Indirect	\$ 24,184	\$ 20,395	\$ 3,789	\$ -
Total	\$ 651,684	\$ 553,860	\$ 47,824	\$ 50,000
Task Budget				
FHWA PL & FTA MPP Funds	Total	HWA PL & FTA MP	State	Local
Transp Asset Mgmt	\$ 67,046	\$ 55,386	8,745	\$ 2,915
Mobility Enhancement	\$ 100,569	\$ 83,079	13,118	\$ 4,373
Transit Enhancement	\$ 59,780	\$ 47,824	8,967	\$ 2,989
LRP & Performance Data/Target Se	\$ 201,139	\$ 166,158	26,235	\$ 8,745
Transp Alternatives	\$ 167,616	\$ 138,465	21,863	\$ 7,288
Public Participation & Program Admi	\$ 134,092	\$ 110,772	17,490	\$ 5,830
Total	\$ 730,242	\$ 601,684	96,419	\$ 32,140

Table 3: 2022-23 FHWA PL Funds

FHWA PL					
Auditable Budget					
		PL Total	Federal	State	Local
44.20.01	Personnel	\$ 283,241	\$ 269,079	\$ -	\$ 14,162
44.20.02	Fringe	\$ 153,517	\$ 145,841	\$ -	\$ 7,676
44.20.03	Travel	\$ 9,232	\$ 8,770	\$ -	\$ 462
44.20.04	Equipment	\$ 2,016	\$ 1,915	\$ -	\$ 101
44.20.05	Supplies	\$ 7,428	\$ 7,056	\$ -	\$ 371
44.20.06	Contractual	\$ 106,109	\$ 100,804	\$ -	\$ 5,305
44.20.07	Other	\$ -	\$ -	\$ -	\$ -
44.20.08	Indirect	\$ 21,468	\$ 20,395	\$ -	\$ 1,073
	Toll Credits	\$ 87,452	\$ -	\$ 87,452	\$ -
	Total	\$ 670,462	\$ 553,860	\$ 87,452	\$ 29,151
Task Budget					
		PL Total	Federal	State	Local
Task 1.0	Transp Asset Mgmt	\$ 67,046	\$ 55,386	\$ 8,745	\$ 2,915
Task 2.0	Mobility Enhancement	\$ 100,569	\$ 83,079	\$ 13,118	\$ 4,373
Task 4.0	LRP & Performance Data	\$ 201,139	\$ 166,158	\$ 26,235	\$ 8,745
Task 5.0	Transp Alternatives	\$ 167,616	\$ 138,465	\$ 21,863	\$ 7,288
Task 6.0	Public Participation/Program Admin	\$ 134,092	\$ 110,772	\$ 17,490	\$ 5,830
	Total	\$ 670,462	\$ 553,860	\$ 87,452	\$ 29,151

Table 4: 2022-23 FTA Section 5303 Metropolitan Planning Program (MPP) funds

2022-23 FTA Section 5303					
FTA Code	Task Category	Total	Federal	State	Local
44.24.00	Transit Enhancement	\$ 59,780	\$ 47,824	\$ 8,967	\$ 2,989
FTA Code	Auditable Budget				
44.20.01	Personnel	\$ 32,552	\$ 28,557	\$ 2,996	\$ 999
44.20.02	Fringe Benefits	\$ 18,567	\$ 15,478	\$ 2,317	\$ 772
44.20.03	Travel	\$ -	\$ -	\$ -	\$ -
44.20.04	Equipment	\$ -	\$ -	\$ -	\$ -
44.20.05	Supplies	\$ -	\$ -	\$ -	\$ -
44.20.06	Contractual	\$ -	\$ -	\$ -	\$ -
44.20.07	Other	\$ -	\$ -	\$ -	\$ -
44.20.08	Indirect Charges	\$ 8,661	\$ 3,789	\$ 3,654	\$ 1,218
	Subtotal	\$ 59,780	\$ 47,824	\$ 8,967	\$ 2,989
FTA Code	Task Budget				
44.24.00	Short Range Trans Planning	\$ 59,780	\$ 47,824	\$ 8,967	\$ 2,989
	Total	\$ 59,780	\$ 47,824	\$ 8,967	\$ 2,989

Appendix: ECTC 2022-2023 Staffing Plan

A. Overview

The Central Staff, New York State Department of Transportation Regional staff, and other members of the Planning and Policy Committees provide professional planning and support services needed to execute the ECTC Unified Planning Work Program (UPWP). The ECTC annual Unified Planning Work Program specifies a list of services that NYSDOT and local agencies will provide. The following section describes Central Staff roles and responsibilities.

Role of the Host Agency

Chemung County is the Host Agency for the ECTC. The role of the host agency is important and strictly defined. The relationship of Central Staff and the host agency shall be an administrative, rather than a reporting one. The primary responsibility of the host agency is to facilitate the implementation of the approved UPWP assigned to Central Staff. ECTC accomplishes this through the implementation of the Staffing Plan (adopted by the Policy Committee with the UPWP) and the provision of adequate office space and facilities for the Central Staff.

Financing of Central Staff

Funds for ECTC staff originate in the federal MPO process. The County subsequently directs the funds and serves as the vehicle for payroll.

The Director is responsible for regular supervision of the Central Staff activities. The Host Agency has a direct role in oversight of the technical work of Central Staff through its Policy Committee and Planning Committee representatives. Staff shall report progress on technical activities and products of those activities to the Planning Committee. Where appropriate or required, the Policy Committee will review and approve reports, programs, and plans.

Central Staff employees shall be employees of the host agency. The Policy Committee, in consultation with the Host Agency, shall determine which job descriptions, classifications, salary grading, and candidate qualifications are necessary in order to ensure staffing levels, titles, and salaries appropriate for accomplishment of the UPWP. The Staffing Plan shall ensure that the Central Staff has adequate and appropriate technical expertise to carry out the required work of the transportation planning process, including administrative duties. The cost of the Staffing Plan must remain within the budgetary constraints of the Federal planning funds. While ECTC and the Host Agency shall review the Staffing Plan each year during UPWP development, it is important to recognize the importance of continuity in terms of the Central Staff management and operation. Central Staff will fall under the purview of the Host Agency's personnel rules and labor contracts.

The ECTC Central Staff currently consists of 3.5 full-time professional positions in two categories: Management (the Director and Deputy Director) and Planning. The Director is responsible and accountable for the results of the continuing planning program and process and its Central Staff. Planning staff consists of professional staff that carries out the activities that are the obligations of a Metropolitan Planning Organization.

Table 5: Staffing Plan

Category	Titles	Number of Positions
Management-Level Position	Director	0.5
Senior-Level Position	Deputy Director	1
Intermediate-Level Person	Transit Specialist	1
Junior-Level Positions	GIS Transportation Analyst	1
Intern Position	Planning Intern*	1

*Summer only

B. Financial Certification

Adoption of the Staffing Plan is contingent upon certification of the adequate Federal Highway Administration PL funds and Federal Transit Administration §5303 funds to support salaries, fringe benefits and overhead expenses. This staffing plan bases fringe benefit expenses on the Chemung County 2022 budget, with projected increases in the first quarter of 2023.

Table 6: Statement of Available Funds

FTA §5303 – Federal funds only	2022-2023 Allocation	\$47,842
	Unexpended balance (estimated as of January 2022)	\$41,230
	Total §5303 Available	\$89,054
FHWA PL – Federal funds only	2022-2023 Allocation	\$383,184
	FHWA PL backlog/savings programmed	\$170,676
	Total FHWA-PL Available	\$553,860
Total funds available for programming		\$601,684
Total funds programmed, 2022-2023 UPWP		\$601,684

ECTC Policy Committee

Christopher Moss, Chemung County Executive, Chair
 Donna Howell, Empire State Development Corporation
 Brian Kelly, Regional Director, New York State Department of Transportation, Region 6
 David Manchester, Chemung County Legislature
 Daniel Mandell, Mayor, City of Elmira
 Chelsea Robertson, Southern Tier Central Regional Planning and Development Board

ECTC Planning Committee

Andrew Avery, Public Works Commissioner, Chemung County/City of Elmira, Chair
 Panya Chhoeuy, General Manager, C TRAN
 Robert Sweet, Empire State Development Corporation
 Carl Martel, Department of Public Works, Chemung County/City of Elmira
 Chelsea Robertson, Executive Director, Southern Tier Central Regional Planning and Development Board
 Todd Stauring, Acting Regional Planning and Program Manager, New York State Department of Transportation, Region 6
 Kevin Meindl, Planning Commissioner, Director of ECTC

ECTC Central Staff

Kevin Meindl, Director
 Michael Perry, Deputy Director
 Courtney Taylor, GIS Transportation Analyst
 Angela Wood, Chemung County Transit Specialist