

Final Draft 2026-2027 Unified Planning Work Program

Capital Region Transportation Planning Activities in State Fiscal Year April 1, 2026 – March 31, 2027



Draft for Policy Board Review March 5, 2026



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Disclaimer

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The Capital Region Transportation Council (Transportation Council) is committed to ensuring that no person is excluded from participation in, or denied the benefits of, its metropolitan transportation planning process on the basis of race, color, or national origin as protected by Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d). Additionally, the Transportation Council will provide meaningful access to services for persons with Limited English Proficiency (LEP). The Transportation Council is also committed to ensuring that no person is excluded from participation in, or denied the benefits of, its transportation planning process on the basis of sex, age, or disability as protected by Section 162 (a) of the Federal-Aid Highway Act of 1973 (23 U.S.C. § 324), the Age Discrimination Act of 1975, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990.

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Introduction

The Capital Region Transportation Council (Transportation Council) is the Metropolitan Planning Organization (MPO) for Albany, Rensselaer, Saratoga¹, and Schenectady Counties in New York State, hereafter referred to as the Capital Region. Per 23 USC 134 and 49 USC 5303, every urbanized area in the United States with a population of at least 50,000 must have a designated MPO to qualify for federal transportation funding programs. MPOs are responsible for leading the regional transportation planning process, providing a forum for State and local officials to discuss transportation issues and to reach consensus on transportation plans and programs of capital projects. The Transportation Council is a Transportation Management Area (TMA) per 23 USC 134(k) and 49 USC 5303(k) with the additional responsibility of addressing congestion through a congestion management process.

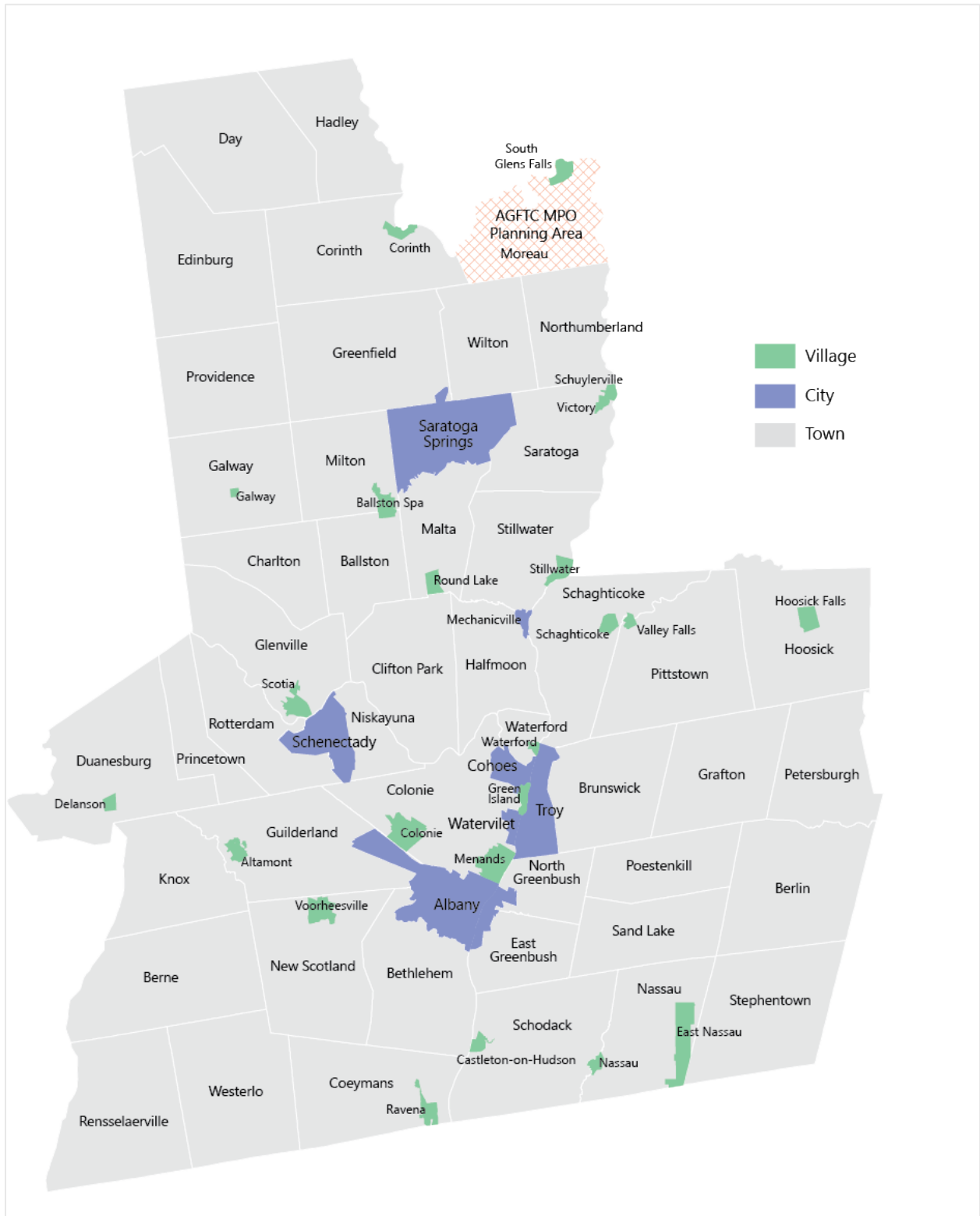
This Unified Planning Work Program (UPWP) is consistent with 23 CFR 450.308(b) and describes the region's transportation planning activities to be performed within its planning area using federal funds. The UPWP includes a description of the planning work and resulting products, identifies who will perform the work, and provides the time frames for completing the work, the cost of the work, and the source(s) of funds. The 2026-2027 UPWP covers the state fiscal year beginning April 1, 2026 and ending March 31, 2027.

About the Transportation Council

The Transportation Council supports a transportation planning process that is cooperative, collaborative, and technically sound in a planning area shown in Map 1. Its planning work is comprehensive in nature and oriented to preserving transportation infrastructure, providing mobility options, and developing a resilient and sustainable transportation system. This work is undertaken in cooperation with state agencies, regional organizations, and local governments, especially the New York State Department of Transportation (NYSDOT) and the Capital District Transportation Authority (CDTA), through a Policy Board and a Planning Committee.

¹ The Town of Moreau and the Village of South Glens Falls in Saratoga County are part of the Adirondack/Glens Falls Transportation Council.

Map 1: Capital Region Transportation Council Metropolitan Planning Area



Transportation Council Structure

The Transportation Council's decision making body is its Policy Board, comprised of 25 voting members including local elected officials (or their designees) from four counties (two seats per county), eight cities, three towns and village (two of which rotate annually), and officials and transportation agency representatives from NYDSOT, CDTA, the Capital District Regional Planning Commission (CDRPC), the New York State Thruway Authority (NYSTA), the Albany Port District Commission, and the Albany County Airport Authority. Table 1 lists all the voting and advisory Policy Board members. Policy Board members are encouraged to bring forth issues and concerns at any time as they are expected to be active participants in the planning process.

Much of the work necessary to develop recommendations about plans and programs for Policy Board review and approval is delegated to the Transportation Council's Planning Committee. The Planning Committee (is largely composed of technical staff (i.e., city engineers, planning directors, etc.) as appointed by the Policy Board members (i.e., Mayors, Supervisors, etc.). The Planning Committee provides input and direction to the Transportation Council's planning efforts, develops recommendations for action by the Policy Board, and has the delegated authority to approve small-scale changes to the Transportation Council's work program or to the Transportation Improvement Program.

Table 1: Transportation Council Policy Board Members (as of February 1, 2026)

- › Albany County:
 - Daniel P. McCoy, County Executive
 - Joanne Cunningham, Chair, County Legislature
- › City of Albany:
 - Dorcey Applyrs, Mayor
- › Albany County Airport Authority:
 - Peter Stuto, Chief Executive Officer
- › Albany Port District Commission:
 - Christine Stuto, Chief Financial Officer
- › Capital District Regional Planning Commission:
 - Lawrence Schillinger, Esq., CDRPC Chair
- › Capital District Transportation Authority:
 - Frank Annicaro, Chief Executive Officer (Policy Board Vice Chair)
- › City of Cohoes:
 - William T, Keeler, Mayor
- › Town of Colonie:
 - Peter Crummey, Supervisor
- › Town of Milton:
 - Scott Ostrander, Supervisor
- › Town of Rotterdam:
 - Mollie A. Collins, Supervisor
- › *Federal Highway Administration:
 - Richard J. Marquis, Albany Division Administrator
- › *Federal Transit Administration:
 - Michael Culotta, Regional Administrator
- › City of Mechanicville:
 - Michael Butler, Mayor
- › NYS Department of Transportation Region 1:
 - Michael Arthur, Regional Director (Policy Board Secretary)
- › NYS Thruway Authority:
 - Phil Serafino, Albany Division Administrator
- › City of Rensselaer:
 - John DeFrancesco, Mayor
- › Rensselaer County:
 - Steven McLaughlin, County Executive
 - Kelly Hoffman, Chair, County Legislature
- › Saratoga County:
 - Philip C. Barrett, Chair, Board of Supervisors
 - Thomas C. Werner, Saratoga County at-large
- › City of Saratoga Springs:
 - John Safford, Mayor
- › City of Schenectady:
 - Gary R. McCarthy, Mayor
- › Schenectady County:
 - Gary Hughes, Chair, County Legislature
 - Vacant
- › City of Troy:
 - Carmella Mantello, Mayor
- › City of Watervliet:
 - Charles V. Patricelli, Mayor

* Advisory or non-voting member.

Federal Requirements

Under Federal law, the Transportation Council is required to develop three major products in support of the metropolitan transportation planning process:

1. Metropolitan Transportation Plan (MTP) – The MTP, also known as the long range regional transportation plan, establishes a vision goals, objectives, and investment priorities that guide the Transportation Council’s planning and decision-making processes. The MTP planning horizon is no less than 20 years, is updated every five years.
2. Unified Planning Work Program (UPWP) – the UPWP is a one-year program of transportation related planning activities to be undertaken by the Transportation Council. It includes a list of planning tasks, budget estimates, and fund sources to support the implementation of the MTP.
3. Transportation Improvement Program (TIP) – The TIP is the Transportation Council’s five-year capital program of transportation projects, typically updated every three years. The current TIP includes federal fiscal years 2025-2030 and was adopted on June 5, 2025. The TIP implements the MTP and the UPWP.

National Performance Goals

Per 23 U.S.C 150(b), a performance- and outcome-based planning approach has been established to achieve national performance goals:

- *Safety* - To achieve a significant reduction in traffic fatalities and serious injuries on all public roads
- *Infrastructure Condition* - To maintain the infrastructure asset system in a state of good repair
- *Congestion Reduction* - To achieve a significant reduction in congestion on the National Highway System
- *System Reliability* - To improve the efficiency of the surface transportation system
- *Freight Movement and Economic Vitality* - To improve the national freight network, strengthen the ability of rural communities to access national and international trade markets, and support regional economic development
- *Environmental Sustainability* - To enhance the performance of the transportation system while protecting and enhancing the natural environment
- *Reduced Project Delivery Delays* - To reduce project costs, promote jobs and the economy, and expedite the movement of people and goods by accelerating project completion through eliminating delays in the project development and delivery process, including reducing regulatory burdens and improving agencies' work practices.

Development of the UPWP

The UPWP identifies transportation planning activities that are to be undertaken in the Capital Region to further develop planning priorities identifies in *In Motion: The Plan to 2050*, the region's MTP. At minimum, the UPWP includes a description of each task and identifies the resulting products who the work will be performed by (i.e., Transportation Council staff, consultants, etc.). The time frames for completing each task are also identified along with costs and fund sources. The Transportation Council's UPWP also includes resources for staff support services for the New York State Association of Metropolitan Planning Organizations (NYSAMPO).

This UPWP has been prepared for the state fiscal year 2026-2027 (April 1, 2026 through March 31, 2027). Preparing the UPWP annually allows the Transportation Council to be more responsive to the region's transportation planning needs and to adjust to changes in federal and state transportation policy. The UPWP addresses the requirements and priorities of the Infrastructure Investment and Jobs Act (IIJA), enacted on November 15, 2021, and the New York State Transportation Master Plan 2050. The UPWP may be amended at any time based on changes in federal or state law, adjustments to planning priorities or budget estimates, or to comply regulations issues by USDOT via FHWA and FTA. The Transportation Council will coordinate with FHWA, FTA, New York State, and others on UPWP amendments as needed.

Development of this UPWP began with Transportation Council staff preparing work plans for on-going or in-progress tasks from the previous 2025-2026 UPWP, in coordination with member agencies and organizations. A solicitation was also issued in October 2025 for Community Planning/Linkage Program initiatives and ADA Self-Evaluations and Transition Plans (See Appendix B for the solicitation guidelines). Seven proposals were submitted for consideration by the December 5, 2025 deadline. The project evaluation recommendations as well as planning task recommendations from the Transportation Council's staff were incorporated into a draft UPWP to be reviewed, approved, and released for public review by the Transportation Council's Planning Committee at its February 4, 2026 meeting.

Public Review Process

The public review process began with a press release on February 5, 2026 announcing the availability of the Draft UPWP and a Summary document for public review on the Transportation Council's website. The Public Review Summary discussed what the UPWP is, how it was developed, what general planning tasks were included, the proposed budgets, and highlighted major planning tasks. The Summary was translated into Spanish, Chinese, and Arabic to comply with the Transportation Council's Limited English Proficiency requirements. The public was invited to provide feedback at a virtual public meeting, during an in person Open House, through an online survey, and by emailing, calling, or mailing the Transportation Council with comments. The comment deadline was March 3, 2026.

TO BE COMPLETED AFTER MARCH 3, 2026 AFTER CLOSE OF PUBLIC REVIEW PERIOD

A summary of public comments received as well as the Transportation Council's responses is available in Appendix C.

Federal Planning Factors

The Transportation Council is required to address ten planning factors through a continuous, cooperative, and comprehensive metropolitan transportation planning process. The ten planning factors were first established in the Fixing America's Surface Transportation (FAST) Act of 2015 and reaffirmed in the 2021 Infrastructure Investment and Jobs Act (IIJA). The ten planning factors are:

- 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 of 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.
- 10) Enhance travel and tourism.

The UPWP planning tasks that most directly address each of the ten planning factors are provided in Table 2.

Table 2: UPWP Tasks related to Federal Planning Factors

UPWP Task	Federal Planning Factors									
	Economic Vitality	Safety	Security	Accessibility and Mobility	Environment	Connectivity	System Management and Operations	System Preservation	Resiliency and Reliability	Travel and Tourism
1.51 Committee Activities	●	●	●	●	●	●	●	●	●	●
1.61 Transportation Council Administration										
1.65 UPWP Development and Reporting	●	●	●	●	●	●	●	●	●	●
1.66 Title VI and Nondiscrimination	●	●	●	●	●	●	●	●	●	●
1.68 NYSAMPO Administration										
1.69 NYSAMPO / AMPO / TRB	●	●	●	●	●	●	●	●	●	●
1.70 Public Participation	●	●	●	●	●	●	●	●	●	●
2.01 Technical Assistance Program	●	●		●	●	●	●			
2.25 Transportation Data Collection	●	●	●	●	●	●	●	●	●	●
2.28 Census and Capital Region Indicators	●						●		●	
2.29 GIS	●	●	●	●	●	●	●	●	●	●
2.30 Human Services Agency Transportation	●	●	●	●		●			●	
2.31 Housing and Community Planning	●	●		●	●	●	●	●	●	●
3.11 STEP Model Development	●			●			●	●	●	
3.12 Household Travel Survey				●		●	●	●		
3.22 Regional Operations/Congestion Management				●		●	●		●	●
3.32 Regional Signal Timing Program		●					●		●	
3.31 Infrastructure Planning				●	●			●	●	
3.41 Metropolitan Transportation Plan	●	●	●	●	●	●	●	●	●	●
3.51 Performance-Based Planning	●	●		●			●	●	●	
4.13 Transit Planning	●	●	●	●	●	●	●		●	●
4.14 TDM Initiatives				●	●	●	●		●	
4.15 Safety Planning		●								
4.16 Resilience and Security Planning			●		●				●	
4.17 Complete Streets	●	●		●		●				●
4.21 Freight Planning	●	●					●			
4.64 ADA Planning		●		●						
4.67 Active Transportation Planning	●	●		●	●	●	●		●	●
4.71 Environmental Mitigation	●				●				●	
5.01 TIP	●	●	●	●	●	●	●	●	●	●
5.21 Air Quality Conformity					●		●			
5.51 Travel Demand Modeling Services	●						●			
5.61 TIP Project Development Support	●	●	●	●	●	●	●	●	●	●
7.10 Town of Colonie GEIS Support	●			●		●	●			
7.11 Town of Malta GEIS Support	●			●		●	●			
7.12 Albany County Active Transp. Tech. Assistance	●	●		●	●	●	●		●	●
7.13 Ballston Spa Traffic Calming Master Plan		●	●	●			●			
7.14 Saratoga Springs West Ave. Complete Streets Study	●	●		●		●	●		●	●
7.15 Rensselaer Aiken Avenue Area Linkage Study		●	●	●		●			●	
7.16 Stillwater County Route 76 Corridor Study	●	●		●	●	●	●		●	
7.89 Halfmoon/Clifton Park County Rt. 109 Corridor Study		●		●		●	●		●	
7.90 Niskayuna Complete Streets Study: NYS Route 7		●		●		●	●		●	

UPWP Planning Priorities for the Capital Region

The Transportation Council adopted a new Metropolitan Transportation Plan on September 4, 2025 known as *In Motion: The Plan to 2050*. *In Motion 2050* outlines an aspirational vision for the future transportation system, supported by five (5) key goals. The goals are:



Safety - Eliminate fatalities and reduce serious injuries by 50% on Capital Region roadways; increase the security of the transportation system.



Mobility - Ensure the transportation system is maintained, operated, and coordinated to support reliable travel throughout the region.



Access - Improve transportation choices and access to key destinations for people and goods.



Livability - Make strategic investments in the transportation system to allow people of all ages and backgrounds to thrive by supporting economic development, encouraging population growth, and planning for housing in areas with transportation options.



Resilience - Prepare for and protect transportation infrastructure from changing conditions and natural hazards and responsibly adapt transportation infrastructure for the use of future generations.

To implement the plan, seven themes were identified for planning and investment priorities:

- **Maintain Infrastructure Assets** – Maintain roads, bridges, buses, sidewalks, and trails in a state of good repair while making targeted enhancements to meet the needs of the region for decades to come.
- **Create a Connected System of Multiple Transportation Options** – Enhance the connectivity of the transportation network, focusing on providing access to various travel options, including transit, biking, walking, and other modes of transportation.
- **Plan for a Resilient Transportation System** – Plan for a more dependable and consistent transportation system, better prepare for and respond to disruptions, and minimize the impact of extreme weather and other emergencies.
- **Enhance the Operation of the Transportation System** – Improving the efficiency and reliability of the transportation system to reduce the impact of recurring congestion.
- **Integrate Transportation and Land Use Planning** – Support coordinated land use and transportation planning.
- **Support Economic Development** – Plan for a transportation system that links people to jobs, enhances tourism, and connects businesses with their suppliers and markets.

- **Align with Federal, State, Regional, and Local Policies** - Collaborate with governmental partners to ensure alignment and implementation of adopted policies and transportation plans.

Implementation of *In Motion 2050* requires coordination and the UPWP allows the region to undertake planning that supports the plan's priorities. The following highlights the relationship of the region's planning investment priorities to tasks in the UPWP.

- **Maintain Infrastructure Assets**
 - Task 3.31 Infrastructure Planning
 - Task 5.01 Transportation Improvement Program (TIP)
 - Task 5.61 TIP Project Development Support
- **Create a Connected System of Multiple Transportation Options**
 - Task 3.41 Metropolitan Transportation Plan
 - Task 4.17 Complete Streets
 - Task 4.67 Active Transportation Planning
- **Plan for a Resilient Transportation System**
 - Task 3.31 Infrastructure Planning
 - Task 4.16 Resilience and Security Planning
 - Task 4.71 Environmental Mitigation
- **Enhance the Operation of the Transportation System**
 - Task 3.22 Regional Operations/Congestion Management
 - Task 3.32 Regional Signal Timing Program
 - Task 7.16 Stillwater County Route 76 Corridor Study
- **Integrate Transportation and Land Use Planning**
 - Task 2.01 Technical Assistance Program
 - Task 2.31 Housing and Community Planning
 - Task 7.14 Saratoga Springs West Ave. Complete Streets Study
- **Support Economic Development**
 - Task 4.13 Transit Planning
 - Task 4.21 Freight Planning
 - Task 4.67 Active Transportation Planning
- **Align with Federal, State, Regional, and Local Policies**
 - Task 1.51 Committee Activities
 - Task 3.41 Metropolitan Transportation Plan
 - Task 3.51 Performance-Based Planning

New UPWP Tasks

Four new planning tasks are included in the 2026-2027 UPWP, several existing tasks have new or updated task projects, and the remaining tasks represent on-going or carryover activities from the previous UPWP. The four new planning tasks and new projects that are part of existing UPWP tasks, along with their relationship to the Federal planning factors and priorities of the *In Motion* metropolitan transportation plan are:

Task 3.12 Household Travel Survey (New)

- Purpose: Now a stand-alone task, the household travel survey will be conducted to update underlying data for the regional travel demand model. This will be a shared cost initiative with the Adirondack Glens Falls Transportation Council.
- Federal Planning Factors: Relates to Accessibility and Mobility, Connectivity, System Management and Operations, and System Preservation.
- In Motion Plan Priorities: Relates to Maintaining Infrastructure Assets, Creating a Connected System of Multiple Transportation Options, Planning for a Resilient Transportation System, Enhancing the Operation of the Transportation System, Integrating Transportation and Land Use Planning, and Supporting Economic Development.

Task 4.71 Environmental Mitigation (New)

- Purpose: To protect and enhance the environment, promote energy conservation, and improve regional quality of life.
- Federal Planning Factors: Relates to Economic Vitality, Protecting and Enhancing the Environment, and Resiliency and Reliability.
- In Motion Plan Priorities: Relates to Creating a Connected System of Multiple Transportation Options, Planning for a Resilient Transportation System, and Integrating Transportation and Land Use Planning.

Task 7.15 Rensselaer Aiken Avenue Area Linkage Study (New)

- Purpose: To prepare a transportation plan for the Aiken Avenue Area of the City of Rensselaer to identify safe, multimodal transportation options for the residents of Aiken Avenue, Ring Street, 2nd Avenue and South Street. This project is part of the 2026-2027 Linkage Program.
- Federal Planning Factors: Relates to Safety, Security, Accessibility and Mobility, Connectivity, and Resiliency and Reliability.
- In Motion Plan Priorities: Relates to Maintaining Infrastructure Assets, Creating a Connected System of Multiple Transportation Options, Planning for a Resilient Transportation System, Enhancing the Operation of the Transportation System, Integrating Transportation and Land Use Planning, and Supporting Economic Development.

Task 7.16 Stillwater County Route 76 Corridor Study (New)

- Purpose: To prepare a corridor study for CR 76 (Lake Road) that addresses safety, mobility, multimodal access, evolving land use patterns, and future travel demand between the Village of Stillwater and the Saratoga Lake/NY 9P area. This project is part of the 2026-2027 Linkage Program.
- Federal Planning Factors: Relates to Economic Vitality, Safety, Accessibility and Mobility, Protecting and Enhancing the Environment, Connectivity, System Management and Operations, and Resiliency and Reliability.
- In Motion Plan Priorities: Relates to Maintaining Infrastructure Assets, Creating a Connected System of Multiple Transportation Options, Planning for a Resilient Transportation System, Enhancing the Operation of the Transportation System, Integrating Transportation and Land Use Planning, and Supporting Economic Development.

Notable new planning work as well as work to be continued as part of existing Tasks include:

- Transportation and Housing Workshop – Coordinate with CDRPC on to host a HUD Thriving Communities Technical Assistance Program Workshop to help jurisdictions plan for housing supply around transportation improvements. Part of Task 2.31 Housing and Community Planning.
- Capital Region Superload Corridors Plan – This plan is intended to identify projects that will address constraints to superload (oversize and overweight) freight load movement within New York’s Capital Region. Part of Task 4.21 Freight Planning.
- Capital Region Resilience Improvement Plan – This study shall identify and evaluate hazards posed to the region’s transportation infrastructure by extreme weather events and natural disasters, identify critical transportation assets that are vulnerable to these hazards, and develop hazard mitigation strategies, including scoping and prioritizing conceptual capital projects. Part of Task 4.16 Resilience and Security.
- Active Transportation/Complete Streets Network – Monitor and record progress toward developing a regional active transportation/complete streets network as part of Task 4.67 Active Transportation Planning in conjunction with Task 4.17 Complete Streets.
- Implementation of the Capital Region Vision Zero Safety Action Plan – Identify potential uses for the Safety Plan Implementation set-aside in the TIP, with a focus on low cost and quick build projects, support policy initiatives and work with vulnerable road user advocates and working groups to increase vulnerable road user safety, continue to collect and analyze data, and prepare an RFP to conduct additional targeted Safety Investigations on local roadways.

Key Accomplishments of the 2025-2026 UPWP

The Transportation Council's 2025-2026 UPWP focused on implementing the recommendations of the prior metropolitan transportation plan and preparing a new plan. Key accomplishments include:

- Adopting *In Motion: The Plan to 2050* – Adopting the new metropolitan transportation plan on September 4, 2025 followed over two years of work by staff and consultants.
- Adopting the *2025-2030 Transportation Improvement Program (TIP)* – Adopting the new TIP on June 5, 2025 followed over six (6) months of work by staff.
- Adopting the *Capital Region Vision Zero Plan* – Adopting the Capital Region Vision Zero Safety Action Plan on September 4, 2025 followed over three years of effort by staff and two years of consultant work.
- Completing seven (7) Community Planning/Linkage Program Studies including:
 - Albany County Broadway Flood Resilient Multi-modal Corridor Study
 - Castleton-on-Hudson Complete Streets Study
 - Colonie Central Avenue West Corridor Study
 - Milton Town Center Plan
 - Niskayuna Route 7 Corridor Study
 - Rotterdam's Curry Road & Guilderland Avenue Multi-Modal Study
 - Voorheesville Safe Streets Policy and Plan
- Completing five (5) Americans with Disabilities Act Transition Plans for pedestrian infrastructure in Rensselaer, Menands, Clifton Park, Wilton, and Albany County.
- Completing six (6) Technical Assistance projects in North Greenbush, Ballston, Rensselaer, Saratoga Springs, Albany, and Cohoes.
- Completing numerous traffic counts, bicycle and pedestrian counts, and trail counts through the On-Demand Data Collection program to support numerous planning activities.
- Completing the 2025 Paved Trail County Data Collection report.
- Completing several reports on housing in the Capital Region by CDRPC including the 2025 Capital Region Housing Affordability report and the Capital Region Housing Trends: Missing Middle vs. Single-Family report.

Proposed 2026-2027 UPWP Budget

UPWP activities are primarily funded through FHWA's Section 104(f) Metropolitan Planning (PL) funds and FTA's Section 5303 Metropolitan Planning Program funds, in addition to the Safe and

Accessible Transportation Options Metropolitan Planning Set-Aside (PL Set-Aside), the Surface Transportation Block Grant (STBG) program (Flex and Large Urban funds), and the State Planning and Research (SPR) program. Over \$2 million in federal funds have been assigned to Transportation Council administered consultant contracts in the 2026-2027 UPWP and the Capital District Regional Planning Commission will receive \$183,000 in pass through PL funds to support regional planning efforts.

Additional non-federal sources of funding include Local In-Kind and cash contributions which are collected to not only meet the Transportation Council’s local match requirements on federal transportation planning funds but are also used to leverage staff resources to expand the scope of the Transportation Council’s planning program.

Table 3 lists estimates for all federal, state, and local fund sources supporting planning work in the 2026-2027 UPWP. The table excludes State match from In-Kind Services and Toll Credits. See Appendix A: Financial Tables for additional details (funding estimates are subject to change).

Table 3: 2026-2027 UPWP Budget Estimate Summary

Fund Source	Federal	State	Local	Total
FHWA PL*	\$2,582,705		\$61,000	\$2,643,705
FHWA PL Set-Aside	\$110,956			\$110,956
FHWA PL SCI**	\$245,000			\$245,000
FHWA SPR	\$100,000			\$100,000
FTA Sec 5303 FY26-27	\$471,953			\$471,953
FTA Sec 5303 FY25-26	\$50,000			\$50,000
STBG Flex	\$428,000	\$107,000		\$535,000
STBG Flex SCI***	\$36,000	\$9,000		\$45,000
STBG Lg Urb	\$320,000	\$80,000		\$400,000
USDOE	\$130,000			\$130,000
Local Cash			\$167,800	\$167,800
Local In-Kind			\$105,700	\$105,700
Total	\$4,474,614	\$196,000	\$334,500	\$5,005,114

* Includes PL allocated to CDRPC.

** \$50,000 is dedicated to the Syracuse Metropolitan Transportation Council (SMTTC) for New York State Association of Metropolitan Planning Organizations conference planning as a Shared Cost Initiative.

** \$45,000 in PL funds are from the Adirondack Glens Falls Transportation Council (AGFTC) dedicated to the regional Household Travel Survey as a Shared Cost Initiative.

*** \$45,000 in STBG Flex funds are from the Adirondack Glens Falls Transportation Council (AGFTC) dedicated to the regional Household Travel Survey as a Shared Cost Initiative.

FHWA PL Carryover Plan

The Transportation Council’s budgeting strategy is to assign all available federal transportation funds to planning tasks along with any fund balances (carryover) from prior years. Carryover

balances occur when programmed activities are not completed or expenditures are not made in a given fiscal year. The Transportation Council estimates a roughly \$450,000 carryover balance from the prior UPWP, largely a result of reduced staffing and consultant led activities that were not completed or initiated as quickly as expected. To spend down this carryover balance, the Transportation Council will adjust personnel, overhead, consultant, and pass-through costs.

1. Personnel costs. The Transportation Council experienced staff turnover in 2024 which slowed the use of federal funds. Four staff were hired in fall/winter 2024 and two additional hires were made in 2025 bringing the full time staff to eleven (11), reduced from the high of fourteen (14). Up to two new hires are planned for 2026. In addition, staff salary increases related to cost of living and merit adjustments will increase spending in the 2026-2027 UPWP. A limited 'rainy day' fund reserve will be maintained.
2. Overhead costs. The Transportation Council's overhead costs increased in 2025 due to needed IT technical support, new desks, and the hiring of a full time administrative specialist. However, overall overhead costs are lower than many other organizations as the Transportation Council's hosting agreement with CDTA is meant to reduce administrative staff and costs by relying on the host's resources to provide financial, auditing, legal, and purchasing services. Increasing overhead costs further is not a reasonable option for spending carryover balance.
3. Consultant costs. The Transportation Council has consultant contracts to provide specific professional services, such as the development of Community Planning/Linkage Program plans, collecting transportation data, and to carry out a regional Household Travel Survey. Consultant contracts are limited to some degree by CDTA's ability and willingness to deal with cash flow as the Transportation Council's host agency. Cash flow refers to the practice in which the host agency pays for monthly expenses, submits reimbursement requests to NYSDOT, and the host receives the reimbursement. The Transportation Council is fortunate that CDTA has the financial ability and willingness to manage cash flow. Increasing the use of consultants is a primary tool to reduce the carryover balance over time.
4. Pass-through costs. Some Metropolitan Planning Organizations pass funding directly to their members. This method is "fraught with danger" as members become very reliant on and competitive for these funds. There are never enough funds for every member and as with capital funding, it can be challenging to get members to agree on funding levels and projects. For its entire history, the Transportation Council has only passed funds to its fellow regional planning agency and member, the Capital District Regional Planning Commission (CDRPC). CDRPC has never spent their annual allocation in full and provides a 25% overmatch for the federal funds. Increasing pass-through costs is not a reasonable option for spending carryover balance.

The Transportation Council's plan to spend its carryover balance will be through increased spending on consultant work and two new staff members in 2026-2027.

UPWP Task Descriptions

Each UPWP planning task description includes a goal, a list of the primary activities and anticipated products, an indication as to who will perform the work, a schedule, and a budget estimate. The task budget estimate is provided by fund source for both staff time and vendor/consultant services.

How to read the UPWP Tasks:

Task
Number and
Name

2.30 Human Services Transportation Coordination

Goal: To fulfill requirements related to the 5310 Program: Enhanced Mobility of Seniors and Individuals with Disabilities and maintain the Coordinated Public Transit-Human Services Transportation Plan.

Goal of
the Task

Activities and Products:

- Convene, facilitate, and maintain the Human Services Transportation Advisory Committee (HSTAC) to coordinate service provision, policies, and practices related to the transportation needs and services for populations underserved by transportation, particularly seniors and persons with disabilities.
- Plan for and hold a one-day Tools of the Trade Conference for human services providers.
- Assist NYSDOT on planning for and evaluating FTA Section 5310 program proposals.
- Prepare and distribute educational materials for relevant Human Services transportation issue in the Capital Region.
- Research and recommend techniques to incorporate Universal Design in transportation projects.

List of planning
activities and
products to be
developed

Work Performed By: Transportation Council staff.

Entity
undertaking
the work

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Proposed
schedule

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$39,500	\$5,200	\$44,700
FTA Sec 5303 FY26-27	\$40,000	\$0	\$40,000
FTA Sec 5303 FY25-26	\$5,000	\$0	\$5,000
Total by Use	\$84,500	\$5,200	\$89,700*

Budget estimate by
fund source for
staff time and
vendor/consultants

* An additional \$4,000 in local in-kind support is anticipated as shown in UPWP Table 1A.

Fund Source Acronyms:

FHWA PL	FHWA Metropolitan Planning Funds
FHWA PL Set-Aside	2.5% FHWA PL Set-Aside: Safe and Accessible Transportation Options
FHWA PL SCI	FHWA PL Shared Cost Initiative Funds
FHWA SPR	FHWA State Planning and Research Funds
FTA Sec 5303 FY26-27	FTA Section 5303 Metropolitan Planning Program Funds for Fiscal Year 2026-2027
FTA Sec 5303 FY25-26	FTA Section 5303 Metropolitan Planning Program Funds Fiscal Year 2025-2026 carryover
STBG Flex	Surface Transportation Block Grant Program Flexible Funds
STBG Flex SCI	Surface Transportation Block Grant Program Flex Funds from AGFTC for a Shared Cost Initiative
STBG Lg Urb	Surface Transportation Block Grant Program Large Urban Funds
USDOE	United States Department of Energy Clean Cities and Communities
Local Cash	Financial support through local government cash funds
Local In-Kind	Local in-kind support through volunteer time

44.21.00 Program Support and Administration

1.51 Committee Activities

Goal: To support ongoing administrative activities related to the Transportation Council’s Policy Board, Planning Committee, and other Policy Board subcommittees as needed.

Activities and Products:

- Develop and distribute Policy Board, Planning Committee, Administrative and Finance Standing Subcommittee, and Nominating Subcommittee meeting notices, agenda packages, and meeting summaries.
- Maintain membership lists, meeting calendars, and website content.

Work Performed By: Transportation Council staff.

Schedule: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$44,000	\$0	\$44,000
FTA Sec 5303 FY26-27	\$40,000	\$0	\$40,000
Total by Use	\$84,000	\$0	\$84,000*

* An additional \$10,000 in local in-kind support is anticipated as shown in UPWP Table 1A.

1.61 Transportation Council Administration

Goal: To support the administration of the Transportation Council and its staff in the implementation of the metropolitan transportation planning process.

Activities and Products:

- Update and maintain the Transportation Council’s Administrative Procedures, Employee Handbook, and Continuing Operations Plan.
- Update and maintain the Transportation Council’s procurement process.
- Update and maintain planning study administrative procedures and policies.
- Provide staff training on contract management, planning study administrative procedures, and other Transportation Council policies and practices.
- Reserve \$10,000 for conference registrations, professional development, and training, including travel expenses, to implement the metropolitan transportation planning process.

Work Performed By: Transportation Council staff.

Schedule: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$80,000	\$10,000	\$90,000
Total by Use	\$80,000	\$10,000	\$90,000

1.65 UPWP Development and Reporting

Goal: To prepare and maintain the Transportation Council’s Unified Planning Work Program (UPWP) and to report on performance and progress.

Activities and Products:

- Amend and otherwise maintain the 2026-2027 UPWP.
- Prepare Performance and Expenditure Reports for FHWA and FTA.
- Prepare and submit the Uniform Report of Disadvantaged Business Enterprise (DBE) Commitment/Awards and Payments.
- Develop 2027-2028 UPWP solicitation guidance, solicit for and evaluate project proposals, and prepare the 2027-2028 UPWP.
- Submit CDRPC quarterly progress reports and payment vouchers on UPWP tasks to NYSDOT.

Work Performed By: Transportation Council and CDRPC staff (joint effort).

Schedule: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimates:

Transportation Council

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$25,000	\$0	\$25,000
FTA Sec 5303 FY26-27	\$25,953	\$0	\$25,953
FTA Sec 5303 FY25-26	\$5,000	\$0	\$5,000
Total by Use	\$55,953	\$0	\$55,953

CDRPC

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$5,000	\$0	\$5,000
Total by Use	\$5,000	\$0	\$5,000

1.66 Title VI and Nondiscrimination

Goal: To ensure the Transportation Council’s metropolitan planning process complies with state and federal Title VI and Nondiscrimination requirements.

Activities and Products:

- Finalize updated Title VI analysis including new Title VI maps based on 2020-2024 American Community Survey (ACS) data; create related interactive online data map(s).
- Update Limited English Proficiency (LEP) data for office use in determining “Safe Harbor” threshold.
- Update the Title VI Implementation Plan including complaint forms.
- Conduct Transportation Council staff training for Title VI and Limited English Proficiency on a biennial basis.
- Monitor accessibility of the Transportation Council’s office space and procedures for people with disabilities in accordance with the Transportation Council’s Self-Analysis and Transition Plan.
- Research and recommend opportunities to ensure protected populations and underserved communities are included in the transportation planning process and the benefits of transportation investments are fairly distributed.

Work Performed By: Transportation Council staff.

Schedule: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$20,500	\$200	\$20,700
FTA Sec 5303 FY26-27	\$15,000	\$0	\$15,000
FTA Sec 5303 FY25-26	\$5,000	\$0	\$5,000
Total by Use	\$40,500	\$200	\$40,700

1.68 NYSAMPO Administration

Goal: To support the New York State Association of Metropolitan Planning Organizations (NYSAMPO) by administering the NYSAMPO staff consultant contract. NYSAMPO is a coalition of the fourteen New York State MPOs committed to working together toward common goals.

Activities and Products:

- Manage a \$500,000 consultant contract for NYSAMPO staff support services as a Shared Cost Initiative – a collaborative statewide planning effort that uses FHWA SPR funds from NYSDOT and pooled FHWA PL funds from the fourteen MPOs to support planning activities of a mutually beneficial nature.

Work Performed By: Consultant (Lead)

Schedule: Consultant contract is for a two-year period beginning January 1, 2025 and ending December 31, 2026 with an option for a one-year extension beginning January 1, 2027 and ending December 31, 2027; 60% complete.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL SCI	\$0	\$200,000	\$200,000
FHWA SPR	\$0	\$100,000	\$100,000
Total by Use	\$0	\$300,000	\$300,000*

*This task is supported by pooled funds from the fourteen NYS MPOs. The Transportation Council is the lead agency and \$50,000 is dedicated to the Syracuse Metropolitan Transportation Council (SMTC) for NYSAMPO Conference activities. The Transportation Council's share is about 6%.

1.69 NYSAMPO/AMPO/TRB

Goal: To support Transportation Council staff involvement in working groups, committees, training events, and conferences related to the New York State Association of Metropolitan Planning Organizations (NYSAMPO), the Association of Metropolitan Planning Organizations (AMPO), and the Transportation Research Board (TRB).

Activities and Products:

- Manage the NYSAMPO Staff Support contract and participate in Executive Committee and Director's meetings.
- Participate in the development of a NYSAMPO Strategic Plan.
- Provide staff support and technical assistance to the NYSAMPO working groups and to the 2027 NYSAMPO Transportation Planning Conference planning committee.
- Participate in the development of NYSDOT statewide transportation plans as needed.
- Participate in NYSAMPO, AMPO, and TRB committees, workshops, and trainings.
- Support staff attendance at NYSAMPO, AMPO, and TRB conferences, working group meetings, webinars, and trainings with \$10,000 in travel and related expenses.

Work Performed By: Transportation Council staff (Lead).

Schedule: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$60,000	\$10,000	\$70,000
Total by Use	\$60,000	\$10,000	\$70,000

1.70 Public Participation

Goal: To support implementation of the Transportation Council’s Public Participation Plan including website maintenance, management of social media, and e-newsletter production.

Activities and Products:

- Update the Public Participation Plan.
- Reserve \$15,000 for on-demand graphic design services for the website, printed flyers, reference guides, mailers, and other materials.
- Update and maintain website and social media content, manage current website maintenance contract, and manage a new \$15,000 website maintenance contract.
- Reserve \$15,000 for technical assistance and content creation for social media.
- Reserve \$5,000 for translation services.
- Ensure web content and mobile apps meet WCAG 2.1, Level AA guidelines, as applicable.
- Prepare and distribute a monthly e-newsletter and maintain newsletter email list.
- Reserve \$2,000 for table fees at local events for transportation planning education.
- Assess and report on the effectiveness of the Transportation Council’s Public Participation Plan and process.
- Continue coordination with the federally recognized Native Nations and federal land holders in the Capital Region on transportation planning activities.
- Coordinate with CDRPC on community presentations on topics related to the metropolitan transportation planning process.
- CDRPC will manage a Future Leaders in Planning (FLIP) program, a civic leadership program for high school students to learn about career paths in transportation, urban, and environmental planning. Includes \$3,000 for the University at Albany facility rental.

Work Performed By: Transportation Council and CDRPC staff (joint effort).

Schedule: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Transportation Council

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$40,000	\$55,000	\$95,000
FTA Sec 5303 FY26-27	\$30,000	\$0	\$30,000
Total by Use	\$70,000	\$55,000*	\$125,000

*Includes subscriptions to Hootsuite and Mailchimp and website/domain hosting expenses.

CDRPC

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$17,000	\$3,000	\$20,000
Total by Use	\$17,000	\$3,000	\$20,000

44.21.00 Program Support and Administration

2.01 Technical Assistance Program

Goal: To provide Technical Assistance through staff time and vendor services to local governments undertaking small scale transportation and community planning initiatives. Projects must be short duration, limited in scope, result in a defined product, and relate to the principles of the Transportation Council's metropolitan transportation plan.

Activities and Products:

- Manage an on-demand program for small scale local government technical assistance planning projects jointly with CDRPC.
- CDRPC and Transportation Council staff will prepare project scopes of work, award letters, provide community planning assistance, and report on progress.
- Reserve \$20,000 for vendor services to support community planning tasks such as concept sketches, computer aided design drawings, data analysis, etc.

Work Performed By: Transportation Council and CDRPC staff (joint effort)

Schedule: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Transportation Council

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$69,500	\$20,200	\$89,700
FTA Sec 5303 FY26-27	\$5,000	\$0	\$5,000
Total by Use	\$74,500	\$20,200	\$94,700*

* An additional \$2,000 in local in-kind support is anticipated as shown in UPWP Table 1A.

CDRPC

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$40,000	\$0	\$40,000
Total by Use	\$40,000	\$0	\$40,000

2.25 Transportation Data Collection and Analysis

Goal: To collect and analyze transportation related data to support the metropolitan transportation planning process.

Activities and Products:

- Finish the \$160,000 On-Demand Motor Vehicle, Bicycle and Pedestrian Count Services consultant contract for data collection (\$42,000 remaining on contract).
- Prepare a new RFP for on-demand data collection services valued at \$50,000 per year over two years, with the option to extend for a third year, to include, at a minimum:
 - Automated Traffic Recorder Counts for Volume, Class, and Speed (ramps and mainline, non-Interstate)
 - Intersection and Other Turning Movement Counts
 - Bicycle and Pedestrian Counts on sidewalks and roadways

Additional data collection services may include:

- Bicycle and Pedestrian Counts on side paths and trails
- Parking Studies (i.e., utilization counts, turnover rates, and license plate surveys)
- Queuing Studies
- Ball bank/Curve data
- Collect, update, and maintain in-house regional data on bicycle and pedestrian facilities using geospatial data collection methods and technologies.
- Coordinate with NYSDOT Region 1 on traffic counts and other data collection opportunities.
- Maintain Eco Counters, continue trail count program, prepare trail count reports.

Work Performed By: Transportation Council staff (Lead) and consultant.

Schedule: Ongoing staff initiative beginning April 1, 2026 and ending March 31, 2027. The balance of the on-demand count contract will be expended in 2026 (\$42,000). Once expended, a new multi-year data collection contract valued at \$50,000 per year will be initiated; 75% complete.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$40,000	\$67,661	\$107,661
FTA Sec 5303 FY26-27	\$10,000	\$0	\$10,000
Total by Use	\$50,000	\$67,661*	\$117,661

*Includes \$2,000 for Eco Counter software and equipment maintenance.

2.28 Census and Capital Region Indicators

Goal: To use and disseminate data from the U.S. Census, the American Community Survey (ACS) and other national, state, and regional data sets to support regional and local planning, the

development of regional and local plans and studies and to make current data products more accessible and useful for communities and stakeholders.

Activities and Products:

- Download, review, analyze, and disseminate Decennial Census and American Community Survey (ACS) data products as they become available.
- Participate in Census and Census-related webinars and trainings.
- CDRPC will:
 - Maintain and enhance the Capital Region Indicators website <http://capitalregionindicators.org/> data, mapping interface and community profiles, supported by a \$20,000 consultant effort.
 - Assist with the development of population, household and employment projections by traffic analysis zone (TAZ) in ten-year increments to the year 2060 for the Transportation Council through a \$20,000 consultant funded by CDRPC.
 - Provide the Transportation Council with data sets from the American Community Survey (ACS), the 2020 Decennial Census, and other Census products to support various Transportation Council programs and planning efforts.
 - Prepare an analysis of transportation patterns pre- and post-COVID using ACS data.
 - Prepare DataNews with updates to all reoccurring census data sources and e-news blasts.
 - Preliminary work related to the 2030 US Census LUCA process

Work Performed By: Transportation Council and CDRPC staff (joint effort).

Schedule: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027 including a \$20,000 consultant to support CDRPC’s Capital Region Indicators website and the completion of the CDRPC consultant project to update projections for TAZ’s (\$5,800 remaining); 75% complete.

Budget Estimate:

Transportation Council

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$10,000	\$200	\$10,200
FTA Sec 5303 FY26-27	\$10,000	\$0	\$10,000
Total by Use	\$20,000	\$200	\$20,200

CDRPC

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$37,200	\$25,800	\$63,000
Total by Use	\$37,200	\$25,800	\$63,000

2.29 Geographic Information Systems (GIS)

Goal: To use geospatial technologies such as GIS in data warehousing, data analysis, and map production to inform the metropolitan transportation planning process and to support the development of planning studies, programs, and products.

Activities and Products:

- Reserve \$15,000 to renew existing ArcGIS Online Account and add new users.
- Manage ArcGIS Online Organizational Account and content.
- Create, maintain, and enhance geospatial data.
- Create and maintain online mapping products, such as StoryMaps and other online mapping applications.
- Maintain access to and acquire updated and new GIS data from local, regional, state, and federal agencies.
- Respond to external and internal GIS data requests.
- Manage and maintain GIS and Global Positioning System (GPS) software and hardware.
- Support training for Transportation Council staff on GIS and data analysis tools.
- Coordinate with CDRPC to exchange data and to prepare customized maps and mapping applications.
- CDRPC will:
 - Acquire and/or update new map and attribute data as it becomes available.
 - Post map products on CDRPC’s website (cdrpc.org) for public consumption.
 - Process, manipulate and map information specific to the Capital Region and the communities within its planning area.
 - Use GIS to explore regional growth, sustainability and renewable energy.
 - Prepare a StoryMap(s) or other map products to support the Technical Assistance Program, MTP implementation, Housing and Regional Growth analyses, and Census Data visualization.
 - Assist the Transportation Council with mapping and GIS services as needed.

Work Performed By: Transportation Council and CDRPC staff (joint effort).

Schedule: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Transportation Council

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$85,000	\$15,200	\$100,200
FTA Sec 5303 FY26-27	\$35,000	\$0	\$35,000
FTA Sec 5303 FY25-26	\$5,000	\$0	\$5,000
Total by Use	\$125,000	\$15,200*	\$140,200

*GIS software for the Transportation Council and GPS related equipment.

CDRPC

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$33,500	\$10,000	\$43,500
Total by Use	\$33,500	\$10,000*	\$43,500

*GIS software for the Capital District Regional Planning Commission.

2.30 Human Services Transportation Coordination

Goal: To fulfill requirements related to the 5310 Program: Enhanced Mobility of Seniors and Individuals with Disabilities and maintain the Coordinated Public Transit-Human Services Transportation Plan.

Activities and Products:

- Convene, facilitate, and maintain the Human Services Transportation Advisory Committee (HSTAC) to coordinate service provision, policies, and practices related to the transportation needs and services for populations underserved by transportation, particularly seniors and persons with disabilities.
- Plan for and hold a one-day Tools of the Trade Conference for human services providers (reserve \$5,000 for related expenses).
- Assist NYSDOT on planning for and evaluating FTA Section 5310 program proposals.
- Prepare and distribute educational materials for relevant Human Services transportation issue in the Capital Region.
- Research and recommend techniques to incorporate Universal Design in transportation projects.

Work Performed By: Transportation Council staff.

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$39,500	\$5,200	\$44,700
FTA Sec 5303 FY26-27	\$40,000	\$0	\$40,000
FTA Sec 5303 FY25-26	\$5,000	\$0	\$5,000
Total by Use	\$84,500	\$5,200	\$89,700*

* An additional \$4,000 in local in-kind support is anticipated as shown in UPWP Table 1A.

2.31 Housing and Community Planning

Goal: To collect data and provide regional and local assessments of housing and community planning issues. The assessments will consider the relationship between transportation infrastructure and housing patterns, including the need for affordable housing.

Activities and Products:

- Complete the Linkage Program StoryMap, highlighting success stories related to transportation planning and land use planning investments.
- Host a HUD Thriving Communities Technical Assistance Program Workshop to help jurisdictions plan for housing supply around transportation improvements with \$3,000 in vendor expenses/facility rental.
- Research curb and parking management best practices.
- Research the relationship between transportation, housing, and employment to understand how they can be better linked through walking, bicycling, and public transit.
- Prepare summaries of completed Linkage Program plans.
- Maintain a monthly Status of Transportation Council Planning Initiatives table.
- Convene municipal planners on an as needed basis to discuss community planning issues related to transportation, housing, and land use through Community Planning Forum meetings.
- Reserve \$4,000 to purchase housing market data.
- Prepare and distribute educational materials for transportation and land use planning best practices.
- CDRPC will:
 - Provide staff support for Linkage Planning Program and other consultant led planning studies funded through the Transportation Council.
 - Participate in Community Planner Forum meetings.
 - Prepare new or update reports on the following topics:
 - Multi-Family Housing Analysis (New)
 - Accessory Dwelling Unit Housing Audit (New)
 - Regional Short Term Rentals Analysis (New)
 - Naturally Occurring Retirement Communities (New)
 - Housing Affordability Report (Update)
 - Missing Middle Trends (Update)
 - Create a Housing Portal or StoryMap for public use (New)

Work Performed By: Transportation Council staff and CDRPC staff (joint effort).

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$48,500	\$8,000	\$56,500
FTA Sec 5303 FY26-27	\$15,000	\$0	\$15,000
Total by Use	\$63,500	\$8,000	\$71,500*

* An additional \$2,000 in local in-kind support is anticipated as shown in UPWP Table 1A.

CDRPC

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$60,000	\$8,000	\$68,000
Total by Use	\$60,000	\$8,000*	\$68,000

* Includes \$8,000 for Property Level Market Data via CoStar.

44.23.01 Long-Range Transportation Planning (LRTP) – System Level

3.11 STEP Model Development

Goal: To update and enhance the current Transportation Council’s Systemic Transportation Evaluation and Planning (STEP) Model to incorporate 2020 Census Data and CDRPC forecasts of population, households, and employment; and begin a model update by initiating a household travel survey. The STEP Model is a regional travel demand model that includes all federal aid roads and highways in the Transportation Council’s metropolitan planning area.

Activities and Products:

- Maintain, refine, update, and expand the current Transportation Council STEP Model for use in project development support and regional transportation planning.
- Update the road network and review modeled traffic volumes against actual traffic volumes.
- Review recent traffic count data to assess the lasting impacts of post-COVID-19 travel patterns and their impact on modeling assumptions.
- Collect available recent traffic count data and transit boarding/alighting data.
- Build travel demand modeling proficiency for new staff, including training and webinars.
- Manage a \$50,000 contract for regional travel demand model support services with the option to execute a \$50,000 one-year extension.
- Incorporate the 2020 Decennial Census population and household data and CDRPC’s forecasts of population, households, and employment when available.

Work Performed By: Transportation Council staff (Lead) and a consultant.

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027. Consultant contract executed in January 2026 to be completed in January 2027, with an optional one year extension; 5% complete.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$70,000	\$75,000	\$145,000
FTA Sec 5303 FY26-27	\$5,000	\$0	\$5,000
Total by Use	\$75,000	\$75,000	\$150,000

3.12 Household Travel Survey

Goal: To complete a household travel survey for the Capital Region to support the update of the regional travel demand model.

Activities and Products:

- Retain a consultant(s) to complete a Household Travel Survey. Up to \$1 million will support this joint effort between the Transportation Council, NYSDOT, and the Adirondack Glens Falls Transportation Council. The scope of services will consider best practices peer review, technical assistance, options for surveying or capturing household travel patterns, including the potential use of Replica, a location-based GPS data service, and assessing the feasibility of expanding the geographic coverage area of the model.

Work Performed By: Transportation Council staff (Lead) and a consultant.

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027. Consultant work to be initiated during the fiscal year, lasting at least two fiscal years; 0% complete.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$45,000	\$410,000	\$455,000
FHWA PL SCI	\$0	\$45,000	\$45,000
STBG-Flex	\$0	\$500,000	\$500,000
STBG-Flex SCI	\$0	\$45,000	\$45,000
Total by Use	\$45,000	\$1,000,000	\$1,045,000

3.31 Infrastructure Planning

Goal: To implement infrastructure planning recommendations from the Transportation Council’s Metropolitan Transportation Plan, to document the condition of transportation infrastructure including highways and bridges, and to prepare recommendations for maintaining these assets in a state of good repair.

Activities and Products:

- In conjunction with Task 2.25 Transportation Data Collection, collect data on the condition of paved trails, concrete sidewalks, and other assets not currently collected.

- Prepare a white paper or memo on discretionary grant opportunities and other alternative funding tools including state, federal, and other sources of funding.
- Provide data collection and other technical assistance to member agencies and local governments pursuing funding opportunities including the Timber for Transit Program through the Northern Border Regional Commission.
- Provide guidance to municipalities and Transportation Council staff on matters related to Roadway Functional Classification, including inquiries and change requests.
- Maintain and update roadway databases with the latest Roadway Functional Classifications.
- Work with member agencies and local governments to identify needs for future Planning and Environmental Linkages studies.

Work Performed By: Transportation Council staff.

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$30,000	\$0	\$30,000
FTA Sec 5303 FY26-27	\$5,000	\$0	\$5,000
Total by Use	\$35,000	\$0	\$35,000

3.41 Metropolitan Transportation Plan

Goal: To maintain and implement the Metropolitan Transportation Plan (MTP), In Motion: The Plan to 2050.

Activities and Products:

- Coordinate with NYSDOT, CDTA, CDRPC, and other Transportation Council members regarding MTP maintenance and implementation.
- Prepare and distribute educational materials for the MTP planning priorities.
- Invest federal funds in plans and programs to implement the MTP.
- Reserve \$7,000 for the production of an In Motion plan video.
- Begin to prepare an MTP performance report to monitor performance measures and implementation progress in conjunction with Task 3.51 Performance-Based Planning.
- CDRPC will:
 - Support the Transportation Council as it implements its new MTP through the preparation of StoryMaps, video and other assistance with public participation.
 - Share work and data developed for the Regional Climate Action Plan.

Work Performed By: Transportation Council staff.

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Transportation Council

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$25,000	\$7,700	\$32,700
FTA Sec 5303 FY26-27	\$5,000	\$0	\$5,000
FTA Sec 5303 FY25-26	\$5,000	\$0	\$5,000
Total by Use	\$35,000	\$7,700	\$42,700

CDRPC

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$4,500	\$0	\$4,500
Total by Use	\$4,500	\$0	\$4,500

3.51 Performance Based Planning

Goal: To include national performance goals for the Federal-Aid Highway and Federal Transit Programs in the Transportation Council’s metropolitan transportation planning activities.

Activities and Products:

- Continue to collect and analyze data for NYSDOT (highway) and CDTA (transit) system performance targets.
- Coordinate with NYSDOT and CDTA on the review and update of regional targets that correspond to national performance goals for highways and transit, related to the following UPWP tasks:
 - 3.22 Regional Operations and Congestion Management (PM3)
 - 3.31 Infrastructure Planning (PM2)
 - 4.13 Transit Planning (TAMP / PTASP)
 - 4.15 Safety Planning (PM1)
 - 4.21 Freight Planning (PM3)
- Maintain and update system performance reports for the TIP and the MTP as needed.
- Begin to track new performance measures included in the MTP and explore integrating metrics into the UPWP planning project selection process.
- Explore the development of an online dashboard to share performance measure data.
- Prepare and distribute educational materials related to performance measures.

Work Performed By: Transportation Council staff.

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$35,000	\$0	\$35,000
FTA Sec 5303 FY26-27	\$5,000	\$0	\$5,000
Total by Use	\$40,000	\$0	\$40,000

44.23.02 Long-Range Transportation Planning (LRTP) – Project Level

3.22 Regional Operations/Congestion Management

Goal: To implement the Transportation Council’s Congestion Management Process (CMP) and In Motion Plan strategies relating to improving the operation of the transportation system.

Activities and Products:

- In conjunction with Task 4.15 Safety Planning, facilitate the Regional Operations and Safety Advisory Committee (ROSAC) to discuss and coordinate operations and safety initiatives, share best practices and plan for the implementation of ITS, incident management, congestion management, and safety projects.
- Collaborate with the City of Albany and CDTA on assessing the effectiveness of Transit Signal Priority systems (in conjunction with Task 4.13 Transit Planning).
- Support Statewide ITS Architecture development and implementation and work with NYS DOT and regional stakeholders on updating the Regional ITS Architecture.
- Identify next steps to plan for automated vehicle infrastructure and advanced air mobility.
- Ongoing Congestion Management Process implementation tasks include:
 - Provide technical assistance in identified congested corridors, as part of Task 2.01 Technical Assistance Program to assess existing conditions, conduct field visits, prepare problem statements, and make recommendations for next steps.
 - Update strategy recommendations for CMP identified corridors, including a template scope of work and concept of operations plan for ITS and Operations improvements on the region’s signalized arterials.
 - Refresh performance measure data annually and update the online CMP data map.
 - Prepare and distribute educational materials for congestion and operations related issues in the Capital Region.

Work Performed By: Transportation Council staff.

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$44,500	\$3,500*	\$48,000
FTA Sec 5303 FY26-27	\$15,000	\$0	\$15,000
FTA Sec 5303 FY25-26	\$5,000	\$0	\$5,000
Total by Use	\$64,500	\$3,500	\$68,000**

* Includes Synchro Studio and Highway Capacity Software.

** An additional \$2,000 in local in-kind support is anticipated as shown in UPWP Table 1A.

3.32 Regional Signal Timing Program

Goal: To improve traffic flow and safety on the region’s congested signalized corridors by developing and implementing optimized signal timing plans.

Activities and Products:

- Prepare and release an RFP for continuation of the Regional Signal Timing Program, a \$100,000 consultant contract. Work with local signal stakeholders and signal performance data to identify corridors that would benefit the most from timing optimization and hire a consultant to implement optimized timing plans.

Work Performed By: Transportation Council staff and a consultant.

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027. Consultant contract not expected to begin until March 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$15,000	\$10,200	\$25,200
FTA Sec 5303 FY26-27	\$5,000	\$0	\$5,000
Total by Use	\$20,000	\$10,200	\$30,200

44.23.02 Short-Range Transportation Planning (SRTP)

4.13 Transit Planning

Goal: To provide transit system planning support to the Capital District Transportation Authority (CDTA), and to support CDTA in meeting its Federal Transit Administration (FTA) requirements.

Activities and Products:

- Support Transit Development Plan (TDP) implementation, in collaboration with CDTA.

- Collaborate with CDTA on transit infrastructure planning.
- Support planning for a new Albany Transit Center.
- Support passenger rail planning with NYSDOT and Amtrak.
- Update data and monitor federal transit performance measure targets related to the Transit Asset Management Plan and the Public Transportation Agency Safety Plan, in coordination with Task 3.51 Performance-Based Planning.

Work Performed By: Transportation Council staff (Lead) and CDTA staff.

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$10,500	\$200	\$10,700
FTA Sec 5303 FY26-27	\$25,000	\$0	\$25,000
FTA Sec 5303 FY25-26	\$5,000	\$0	\$5,000
Total by Use	\$40,500	\$200	\$40,700*

*In-kind services valued at \$65,000 are anticipated, shown in UPWP Table 1A.

4.14 Transportation Demand Management (TDM) Initiatives

Goal: To reduce traffic congestion by enabling and encouraging trip behavior change.

Activities and Products:

- Begin developing a next generation TDM program for the Capital Region per the In Motion Plan.
- Perform an assessment of TDM for the Capital Region, identifying and evaluating past and present TDM activities.
- Support implementation of the Congestion Management Process (Task 3.22 Regional Operations/Congestion Management).
- Maintain and update the 511NY Rideshare Capital Moves website and assist CDTA with the administration of the Guaranteed Ride Home program.
- Advise, educate, and inform local and regional business and municipal decision-makers about TDM programs and policies.
- Initiate a demand-discovery process to identify needs and wants that may be considered for new TDM programming.
- Create a scope of work to prepare a park and ride lot inventory and utilization assessment.

Work Performed By: Transportation Council staff.

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$25,000	\$200	\$25,200
FTA Sec 5303 FY26-27	\$25,000	\$0	\$25,000
FTA Sec 5303 FY25-26	\$5,000	\$0	\$5,000
Total by Use	\$55,000	\$200	\$55,200

4.15 Safety Planning

Goal: To provide tools, data, and resources to reduce crashes, particularly fatal and serious injury crashes, on all public roads.

Activities and Products:

- Collaborate with the Town of Colonie Department of Emergency Medical Services on its Safe Streets and Roads for All Grant Award.
- Contribute to the Regional Operations and Safety Advisory Committee (ROSAC).
- Utilize the NYSDOT Crash Location Engineering & Analysis Repository’s Crash Data Viewer and Safety applications to analyze crash data and provide data and analysis to municipalities upon request.
- Attend county Traffic Safety Board meetings and provide technical assistance.
- Support implementation of NYSDOT’s Strategic Highway Safety Plan and related systemic safety plans.
- Prepare and distribute educational materials for safety issues in the Capital Region.
- Update data and monitor federal and regional safety performance measures in coordination with Task 3.51 Performance-Based Planning.
- Begin to implement the Vision Zero Safety Action Plan, including:
 - Identify potential uses for the Safety Plan Implementation set-aside in the TIP, with a focus on low cost and quick build projects to decrease intersection, roadway departure, and pedestrian and bicycle crashes. Coordinate with Task 5.01 TIP to issue a call for projects, if appropriate.
 - Support policy initiatives and work with vulnerable road user advocates and working groups to increase vulnerable road user safety.
 - Promote and assist in collaborative funding applications through GTSC for regional program implementation.
 - Continue to collect and analyze active transportation counts, sidewalk inventory, and bicycle facilities data to support corridor-level analysis and project planning.
 - Prepare an RFP to conduct an additional 10 targeted Safety Investigations on local roadways at hot-spot locations showing an overrepresentation of fatal and serious injury crashes and a high potential for safety improvement.

Work Performed By: Transportation Council staff.

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$59,500	\$200	\$59,700
FTA Sec 5303 FY26-27	\$21,000	\$0	\$21,000
Total by Use	\$80,500	\$200	\$80,700

4.16 Resilience and Security Planning

Goal: To work with the owners and operators of the region’s transportation system to identify critical assets and vulnerabilities and develop an adaptation framework to integrate into the metropolitan planning process.

Activities and Products:

- Undertake the Capital Region Resilience Improvement Plan and manage the \$200,000 consultant-led effort.
- Maintain and update the Transportation Council infrastructure inventory related to resilience. Update inventory of evacuation routes identified in state and local hazard plans and assess routes for cohesion and capacity.
- Coordinate with local, state, and federal agencies on hazard mitigation initiatives and resiliency planning.
- Support first responders with alternative route planning, redundant systems, advanced travel information systems, and other features. Provide information for members of the public to make informed decisions during emergencies.

Work Performed By: Transportation Council staff and consultant.

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$44,500	\$200	\$44,700
STBG Lg Urb	\$0	\$200,000	\$200,000
FTA Sec 5303 FY26-27	\$20,000	\$0	\$20,000
Total by Use	\$64,500	\$200,200	\$264,700*

* An additional \$2,000 in local in-kind support is anticipated as shown in UPWP Table 1A.

4.17 Complete Streets

Goal: To support planning and implementation of Complete Streets in the region to improve safety and public health.

Activities and Products:

- Develop and implement a regional active transportation/complete streets network in coordination with Task 4.67 Active Transportation Planning.
- Assist communities with the implementation and maintenance of Complete Streets.
- Promote the Transportation Council Complete Streets Design Guide and best practices.
- Compile issues with complete streets treatments and identify current guidance to supplement the Complete Streets Design Guide.
- Encourage Complete Streets policy adoption and design best practices.
- Conduct before and after analysis on use, crash outcomes, and economic impacts of complete streets projects. Collect before and after usage data on programmed complete streets projects and coordinate with CDRPC on the economic analyses.
- Support state and local health department initiatives that promote healthy and safe streets and communities.
- Maintain and expand local examples in the Complete Streets Best Practices StoryMap.
- Prepare and distribute complete streets educational materials in the Capital Region.

Work Performed By: Transportation Council staff.

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$19,500	\$200	\$19,700
FTA Sec 5303 FY26-27	\$20,000	\$0	\$20,000
Total by Use	\$39,500	\$200	\$39,700

4.21 Freight Planning

Goal: To further the Transportation Council’s freight planning efforts by facilitating the Freight Advisory Committee and implementing recommendations from the NY State Freight Plan and the Transportation Council’s freight plans and studies.

Activities and Products:

- Support quarterly Freight Advisory Committee (FAC) meetings, grow FAC membership, and sustain meaningful outreach to regional public and private freight stakeholders.
- Hire a consultant for \$250,000 to prepare the Capital Region Superload Corridors Plan to identify candidate routes linking over-dimension freight manufacturers to intermodal facilities and Interstate connections.
- Collaborate with RPI and the University at Albany on freight related planning and research initiatives.
- Assess the need to update the Regional Freight Plan.

- Update data and monitor freight system performance measures in coordination with Task 3.51 Performance-Based Planning.
- Assist NYSDOT and local jurisdictions with planning and the implementation of the New York State Freight Plan and the Transportation Council’s freight plan.
- Prepare and distribute educational materials for freight issues in the Capital Region.

Work Performed By: Transportation Council staff.

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$59,500	\$50,200	\$109,700
STBG Lg Urb	\$0	\$200,000	\$200,000
Total by Use	\$59,500	\$250,200	\$309,700*

* An additional \$4,000 in local in-kind support is anticipated as shown in UPWP Table 1A.

4.64 Americans with Disabilities Act (ADA) Planning

Goal: To support municipalities toward the development of ADA Transition Plans for pedestrian infrastructure.

Activities and Products:

- Prepare a Self-Analysis and Transition Plan for the Village of Scotia by hiring a consultant through a \$23,000 (\$20,700 federal/\$2,300 local) consultant contract.
- Solicit for municipal partners who would like to complete ADA Transition Plans for pedestrian infrastructure in 2027, as well as associated consultant assistance.
- Finalize the Self-Analysis and Transition Plan for Albany County (\$3,300 in federal funds remaining for consultant effort).

Work Performed By: Transportation Council staff (Lead) and a consultant.

Schedule: Albany County contract began August 15, 2025, ending by June 2026; 90% complete. Village of Scotia contract (\$23,000) will begin April 1, 2026 and end by December 31, 2027; 0% complete.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$14,000	\$24,100	\$38,100
FTA Sec 5303 FY26-27	\$15,000	\$0	\$15,000
Local Cash	\$0	\$2,300	\$2,300
Total by Use	\$29,000	\$26,400	\$55,400*

* An additional \$200 in local in-kind support is anticipated as shown in UPWP Table 1A.

4.67 Active Transportation Planning

Goal: To plan for a connected, robust, and accessible network of sidewalks, multi-use trails, and bicycle facilities throughout the Capital Region and support municipalities in the planning, design, and management of active transportation infrastructure.

Activities and Products:

- Support quarterly Active Transportation Advisory Committee (ATAC) meetings and increase ATAC membership.
- Monitor and record progress toward developing a regional active transportation/complete streets network in conjunction with Task 4.17 Complete Streets.
- Provide guidance on regulating and planning for emerging micro-mobility technology including e-bikes and e-scooters.
- Provide opportunities for local municipalities to receive training and the most up-to-date information on design, maintenance, and construction best practices for active transportation infrastructure and programs.
- Support NYSDOT’s solicitation for the Transportation Alternatives Program (TAP) by evaluating project proposals.
- Coordinate with communities on the implementation of the Capital District Trails Plan as well as the Recreation Trails program through the NYS Office of Parks, Recreation, and Historic Preservation (NYSOPRHP) and the Hudson River Valley Greenway on trail planning initiatives.
- Prepare and distribute educational materials for active transportation related issues in the Capital Region.
- Research and recommend approaches to quantify the benefits of active transportation such as public health, safety, mobility, etc.
- Explore options for a regional bike registry to assist in bike theft prevention and stolen bike recovery.

Work Performed By: Transportation Council staff.

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$39,000	\$200	\$39,200
FTA Sec 5303 FY26-27	\$30,000	\$0	\$30,000
FTA Sec 5303 FY25-26	\$5,000	\$0	\$5,000
Total by Use	\$74,000	\$200	\$74,200*

* An additional \$2,000 in local in-kind support is anticipated as shown in UPWP Table 1A.

4.71 Environmental Mitigation

Goal: To protect and enhance the environment, promote energy conservation, and improve regional quality of life.

Activities and Products:

- Support implementation of the transportation recommendations in the CDRPC Capital Region Climate Action Plan.
- Support planning and technical assistance for alternative fuel vehicles including administering the USDOE Clean Cities and Communities Program.
- Provide technical assistance and education related to green infrastructure and the protection of clean air and clean water.
- Provide support for activities related to the implementation of the New York State Climate Leadership and Community Protection Act (CLCPA).

Work Performed By: Transportation Council staff.

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$25,000	\$200	\$25,200
USDOE	\$130,000	\$0	\$130,000
Total by Use	\$155,000	\$200	\$155,200

44.25.00 Transportation Improvement Program (TIP)

5.01 TIP Development and Maintenance

Goal: To develop and maintain a multi-modal program of transportation projects called the Transportation Improvement Program (TIP). The Transportation Council’s goal is to produce a balanced TIP that contributes to implementation of the Metropolitan Transportation Plan as well as NYSDOT’s Transportation Asset Management Plan.

Activities and Products:

- Perform ongoing maintenance to the 2025-2030 TIP / STIP and the TIP webpage.
- Train and provide staff training on the use of NYSDOT’s TIP Project Tracker applications.
- Prepare updated TIP scoring and solicitation materials to reflect goals and objectives outlined in the In Motion Metropolitan Transportation Plan.
- Perform ongoing monitoring of TIP Fiscal Constraint, TIP Performance, and project delivery status.

- Support the solicitation and evaluation of projects related to upcoming NYSDOT programs.

Work Performed By: Transportation Council staff.

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$59,500	\$200	\$59,700
FTA Sec 5303 FY26-27	\$40,000	\$0	\$40,000
FTA Sec 5303 FY25-26	\$5,000	\$0	\$5,000
Total by Use	\$104,500	\$200	\$104,700*

* An additional \$2,000 in local in-kind support is anticipated as shown in UPWP Table 1A.

5.21 Air Quality Conformity

Goal: To ensure the Transportation Council meets air quality conformity requirements under the Clean Air Act. The Transportation Council’s metropolitan planning area continues to be in ‘Nonattainment’ for the 1997 Ozone National Ambient Air Quality Standards (NAAQS), requiring air quality conformity for TIP projects, and is in ‘Attainment’ for all other NAAQS.

Activities and Products:

- Update the region’s Conformity Determination documentation as needed.
- Consult with the New York State Interagency Consultation Group (ICG) for all TIP amendments and with the assignment of exempt/non-exempt codes to new TIP projects.
- Explore the ability to incorporate the latest outputs from the Environmental Protection Agency’s MOVES model into the Transportation Council’s STEP model. The Motor Vehicle Emission Simulator (MOVES) is an emission modeling system that estimates emissions for mobile sources at the national, county, and project level.
- Investigate how to build air quality considerations into future travel demand model update(s).

Work Performed By: Transportation Council staff.

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$19,500	\$200	\$19,700
FTA Sec 5303 FY26-27	\$10,000	\$0	\$10,000
Total by Use	\$29,500	\$200	\$29,700*

5.51 Travel Demand Modeling Services

Goal: To provide small scale on-demand services to the region’s municipalities for travel demand modeling related to local transportation planning and traffic engineering initiatives.

Activities and Products:

- Provide on-demand travel demand modeling services and traffic engineering studies designed to assess the feasibility and impact of complete street treatments, access management strategies, street network connectivity, pedestrian improvements, and any other action that would promote the implementation of the Metropolitan Transportation Plan. These should be simple studies that address operational questions at the planning/sketch level. Examples include:
 - Sketch-level analysis of new or revised roadway configurations.
 - Sketch-level analysis of traffic pattern revisions.
 - Background traffic growth rates for development studies.
 - Trip generation and distribution analysis for development.
 - Sketch-level analysis of detours related to emergencies and special events.

Work Performed By: Transportation Council staff.

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$24,500	\$200	\$24,700
Total by Use	\$24,500	\$200	\$24,700

5.61 TIP Project Development Support

Goal: To support Transportation Improvement Program sponsors with the development of traffic forecasts and other material for TIP project development and design purposes.

Activities and Products:

- Support NYSDOT’s Traffic Signal Consultant Setaside implementation, funded in the 2025-2030 TIP.
- Support NYSDOT in developing traffic forecasts and other material for use in project development and design, including traffic diversion analysis for construction projects.
- Provide travel demand modeling and technical support to NYSDOT and members for the Reimagine I-787 Pre-Environmental Impact Statement (EIS) and next phasis of the I-890 Exit 4C and NY 378 Bridge Planning and Environmental Linkages Studies.
- Other projects will be addressed on an as-requested basis.

Work Performed By: Transportation Council staff.

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
STBG Flex	\$35,000	\$0	\$35,000
Total by Use	\$35,000	\$0	\$35,000

44.27.00 Other Activities

7.10 Town of Colonie GEIS Support

Goal: To perform traffic and mitigation cost reviews for land development projects in the Town of Colonie Airport, Lisha Kill, and Boght Generic Environmental Impact Statement (GEIS) areas.

Activities and Products:

- Support implementation of the GEIS mitigation cost program in the Airport, Lisha Kill, and Boght areas of the Town of Colonie.
- Provide Transportation Council technical services by reviewing each development application in the GEIS study areas, calculating the appropriate transportation mitigation cost for use by the town, and reviewing arterial management and site circulation issues.

Work Performed By: Transportation Council staff.

Timeline: Ongoing initiative beginning April 1, 2026 and ending March 31, 2027.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
Local Cash	\$44,800	\$200	\$45,000
Total by Use	\$44,800	\$200	\$45,000

7.11 Town of Malta GEIS Support

Goal: To perform traffic and mitigation cost reviews for land development projects in the Town of Malta for the town wide Generic Environmental Impact Statement (GEIS).

Activities and Products:

- Support implementation of the GEIS mitigation cost program in the Town of Malta.
- Provide Transportation Council technical services by reviewing each development application in the GEIS study areas, calculating the appropriate transportation mitigation cost for use by the town, and reviewing arterial management and site circulation issues.

Work Performed By: Transportation Council staff.

Timeline: Ongoing initiative with contract renewal expected by April 1, 2026.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
Local Cash	\$24,800	\$200	\$25,000
Total by Use	\$24,800	\$200	\$25,000

7.12 Albany County Active Transportation Technical Assistance

Goal: To assess the feasibility of enhancing active transportation on Albany County streets and lands near the Albany International Airport and along Russell Road.

Activities and Products:

- Manage a \$65,000 consultant contract to develop the Albany County Active Transportation Technical Assistance project.
- Provide technical support by developing and executing a public involvement plan, providing existing conditions data and mapping, and providing other technical work as needed.

Work Performed By: Consultant; Albany County is the project sponsor.

Timeline: The consultant contract began January 2026 with completion expected by December 2026. 5% complete.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$19,500	\$200	\$19,700
Local Cash	\$0	\$65,000	\$65,000
Total by Use	\$19,500	\$65,200	\$84,700*

* An additional \$2,000 in local in-kind support is anticipated as shown in UPWP Table 1A.

7.13 Village of Ballston Spa – Traffic Calming Master Plan

Goal: To prepare a village-wide Traffic Calming Master Plan that builds upon previous complete streets workshops and the 2022 Pedestrian and Bicycle Master Plan. The plan will include physical and policy-based recommendations to reduce vehicle speeds, including a study needed to adopt a village-wide 25 mph speed limit, prepare a Complete Streets ordinance, improve safety on roadways in the Village, and promote multi-modal mobility and access.

Activities and Products:

- Continue to manage a \$75,000 consultant effort to prepare a Traffic Calming Master Plan for the Village of Ballston Spa.
- Provide technical support by generating environmental mitigation and Limited English Proficiency mapping and analysis, existing conditions, and other technical work as needed.

Work Performed By: Consultant; Village of Ballston Spa is the project sponsor.

Timeline: The consultant contract will begin after April 1, 2026 with completion expected by March 2027. 0% complete.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$22,500	\$67,700	\$90,200
Local Cash	\$0	\$7,500	\$7,500
Total by Use	\$22,500	\$75,200	\$97,700*

* An additional \$2,000 in local in-kind support is anticipated as shown in UPWP Table 1A.

7.14 City of Saratoga Springs – West Avenue Complete Streets Study

Goal: To assess the impacts of projected growth in the vicinity of West Avenue in the City of Saratoga Springs and identify potential mitigation strategies in the context of complete streets design. Concepts to improve walking, biking, and access to existing public transit, in addition to infrastructure cost sharing as a potential implementation tool, will be explored. The study builds upon the previously completed technical memo, "Reconnecting the West Side".

Activities and Products:

- Continue to manage a \$77,000 consultant effort to prepare the West Avenue Complete Streets Study for the City of Saratoga Springs.
- Provide technical support by generating environmental mitigation and Limited English Proficiency mapping and analysis, existing conditions, and other technical work as needed.

Work Performed By: Consultant; City of Saratoga Springs is the project sponsor.

Timeline: The consultant contract began in February 2026 with completion expected by March 2027. 5% complete.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$22,500	\$200	\$22,700
FHWA PL Set-Aside	\$0	\$70,000	\$70,000
Local Cash	\$0	\$7,000	\$7,000
Total by Use	\$22,500	\$77,200	\$99,700*

* An additional \$2,000 in local in-kind support is anticipated as shown in UPWP Table 1A.

7.15 City of Rensselaer – Aiken Avenue Area Linkage Study

Goal: To prepare a transportation plan in the Aiken Avenue Area of the City of Rensselaer. The residents of Aiken Avenue, Ring Street, 2nd Avenue and South Street are separated from the rest of the City by railroad tracks and topographical issues. The physical environment results in safety issues as residents attempt to reach commercial establishments and bus stops along Columbia Street and Broadway by crossing the railroad tracks. This plan will identify concepts to provide safe connections for pedestrians, bicyclists, and transit users to get to their desired destinations.

Activities and Products:

- Develop a scope of work for the project and issue a Request for Expressions of Interest for a \$60,000 consultant contract.
- Evaluate consultant expressions of interest, select a consultant, and manage the consultant contract to prepare the Aiken Avenue Area Linkage Study.
- Provide technical support by generating environmental mitigation and Limited English Proficiency mapping and analysis, existing conditions, and other technical work as needed.

Work Performed By: Consultant; City of Rensselaer is the project sponsor.

Timeline: The project will begin April 1, 2026 with completion expected by December 2027. 0% complete.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$24,500	\$13,244	\$37,744
FHWA PL Set-Aside	\$0	\$40,956	\$40,956
Local Cash	\$0	\$6,000	\$6,000
Total by Use	\$24,500	\$60,200	\$84,700*

* An additional \$2,000 in local in-kind support is anticipated as shown in UPWP Table 1A.

7.16 Town of Stillwater – County Route 76 Corridor Study

Goal: To prepare a corridor study for CR 76 (Lake Road) that addresses safety, mobility, multimodal access, evolving land use patterns, and future travel demand between the Village of Stillwater and the Saratoga Lake/NY 9P area. Updated zoning, a new municipal center at the CR 76/75 intersection, continued regional employment expansion, and strong demand for housing in southern Saratoga County indicate that additional growth along the corridor is still likely. The proposed study will update growth projections, evaluate the multimodal and operational performance of the corridor, identify safety improvements, examine opportunities for shared-use paths and pedestrian enhancements, and consider transit and micro transit integration, including CDTA FLEX service.

Activities and Products:

- Develop a scope of work for the project and issue a Request for Expressions of Interest for a \$100,000 consultant contract.
- Evaluate consultant expressions of interest, select a consultant, and manage the consultant contract to prepare the County Route 76 Corridor Study.
- Provide technical support by generating environmental mitigation and Limited English Proficiency mapping and analysis, existing conditions, and other technical work as needed.

Work Performed By: Consultant; Town of Stillwater is the project sponsor.

Timeline: The project will begin April 1, 2026 with completion expected by December 2027. 0% complete.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$20,000	\$70,200	\$90,200
Local Cash	\$0	\$10,000	\$10,000
Total by Use	\$20,000	\$80,200	\$100,200*

* An additional \$2,000 in local in-kind support is anticipated as shown in UPWP Table 1A.

7.89 Halfmoon/Clifton Park County Route 109 Corridor Study

Goal: To prepare a Corridor Study of a 4.7-mile stretch of County Route 109 from NYS Route 146A, east to Highview Way that will evaluate Complete Streets opportunities and concepts to provide walking and potential bicycle facilities in the corridor and create connections between neighborhoods recently developed along the Farm to Market Road.

Activities and Products:

- Continue to manage a \$150,000 consultant contract to prepare the County Route 109 Corridor Study.
- Provide technical support by generating existing conditions and other data as needed.

Work Performed By: Consultant; Town of Halfmoon is lead sponsor with support from Saratoga County and the Town of Clifton Park.

Timeline: The project began April 1, 2024 with completion expected June 2026; 40% complete

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$14,500	\$88,600	\$103,100
Total by Use	\$14,500	\$88,600	\$103,100*

* An additional \$500 in local in-kind support is anticipated as shown in UPWP Table 1A.

7.90 Niskayuna Complete Streets Study: NYS Route 7

Goal: To prepare a Niskayuna NYS Route 7 Complete Streets study that assesses complete streets treatments on NYS Route 7 between the Town's borders with the City of Schenectady and the Town of Colonie.

Activities and Products:

- Continue to manage a \$139,472 consultant contract to prepare the Route 7 Complete Streets Study.
- Provide technical support by generating existing conditions and other data as needed.

Work Performed By: Consultant; Town of Niskayuna is the sponsor.

Timeline: The consultant contract began on December 5, 2024 with completion expected by April 2026; 80% complete.

Budget Estimate:

Fund Source	Staff Time	Vendor/Consultant	Total by Fund Source
FHWA PL	\$2,000	\$33,200	\$35,200
Total by Use	\$2,000	\$33,200	\$35,200

Statewide Planning Efforts

NYSAMPO Shared Cost Initiatives (SCI)

The Shared Cost Initiative Program is a joint program of the State's fourteen MPOs, with funding provided from each MPO and administration provided by a "host" MPO for each effort on behalf of the group. Planning efforts funded through this program support research and technical activities of a mutually beneficial nature to all fourteen MPOs in the State.

- **NYSAMPO Staff Support and Conference**

Objective: Provide administrative and technical support for NYSAMPO efforts, including working groups.

Cost: \$300,000 (\$200,000 FHWA PL / \$40,000 toll credits; \$80,000 FHWA SPR / \$20,000 State match)

Lead Agency: Capital Region Transportation Council

- **Continuous Traffic Signal Count Data Conversion to Historic**

Objective: Analyze the feasibility of applying NYSDOT's methodology for capturing continuous traffic signal counts and converting it to historical counts for locally owned traffic signals.

Cost: \$200,000 total (\$200,000 FHWA PL / \$40,000 toll credits)

Lead Agency: Syracuse Metropolitan Transportation Council

- **NYSAMPO Staff Training**

Objective: Provide relevant training and professional development opportunities for the staffs and member agencies of MPOs.

Cost: \$155,410 total (\$117,756 FHWA PL / \$23,551 toll credits; \$37,654 FTA MPP / \$9,414 NYSDOT IKS)

Lead Agency: Genesee Transportation Council

- **AMPO Dues**

Objective: Ensure that MPOs are aware of and considered in the development of national transportation policy.

Cost: \$54,430 total (\$54,430 FHWA PL / \$10,886 toll credits)

Lead Agency: Binghamton Metropolitan Transportation Study

State Planning Research (SPR) Funded Efforts During FFY26

SPR #	Project Title	SPR Funding	Description
HOCTC	Region 2		
SP-21-07	Interstate 90 Exit 31 Interchange Reconstruction Feasibility Planning Study	\$800,000	The I-90 Exit 31 Interchange Transportation Scoping/PEL Study will utilize the Scoping/PEL process to develop, evaluate and select alternatives to carry into the NEPA process to address identified needs in the study area. The Study will be completed in a manner in accordance with the FHWA PEL process.
All MPOs			
C-17-53	Pavement Condition Data Collection Services	\$20,500,000	Collect pavement condition data as necessary to comply w/annual state & federal requirements & NYSDOT pavement management practices & develop & maintain a system to track location, dimension & condition of other highway related assets.
C-17-56	Statewide Coordination of Metropolitan Planning Programs	\$600,000	Support & maintain the ongoing coordination of metropolitan planning programs in NYS for statewide benefit; ongoing collaboration of the 14 MPOs; & on-going coordination of metropolitan & statewide planning programs.
C-17-59	Traffic Data System	\$3,890,100	Implement an automated traffic data management system application.
C-18-55	NYS Transportation Master Plan	\$2,000,000	Produce an updated, statewide long-range transportation plan to coordinate federal & state transportation planning activities.
SP-20-02	NPTS, CTPP, Intercity Travel (ATS) and Travel Patterns for NYS	\$3,580,617	Establish a research & analysis capability with Oak Ridge National Labs (ORNL), Center for Transportation Analysis, to assist NYS in analyzing national data.
SP-20-03	Research, Development & Support of an Integrated Planning & Performance Data & Analytics Framework (PPDAF)	\$2,600,000	Leverage the current analysis tools to research & further integrate travel time datasets & available open-source analytics tools w/other transportation, economic & demographic data to support efficient & consistent planning & analysis.
SP-21-02	Program & Project Management System Support Services	\$1,588,328	Provide support services for post-implementation of a Department-wide enhanced & improved enterprise level program & project management system to facilitate improvements to capital program delivery.

SPR #		SPR Funding	Description
SP-21-04	Highway Oversize/Overweight Credentialing System (HOOCs) Phase 2	\$1,950,000	Implement a Commercial Off-the-Shelf (COTS) HOOCs software solution & obtain accompanying integration services necessary to fulfill NYSDOT's Central Permitting Bureau's business requirements. Phase 2 will advance functionality of HOOCs.
SP-21-06	Accelerating the Use of Integrated Incident Management System (IIMS) for Traffic Incident Data Collection and Management	\$295,000	Demonstrate the ability of an enhanced IIMS to provide improved sharing of incident reporting between First/Secondary Response teams & operations centers to: improve situational awareness, enhance coordinated response to incidents & safety of incident scenes, reduce incident duration & impact (lane closures, delay, & occurrence of secondary incidents) using analytical tools that correlate IIMS w/vehicle sensor & other data sources.
SP-21-08	Continuous Count Traffic Count Program, Zone 1	\$5,472,069	Provide better coverage, distribution, and differentiation by functional classification of roadway, geographic area, and seasonality of traffic patterns. Zone 1 includes the eastern half of the state (Region 1, 2, 7, 8, 9).
SP-21-09	Continuous Count Traffic Count Program, Zone 2	\$10,634,500	Provide better coverage, distribution, and differentiation by functional classification of roadway, geographic area, and seasonality of traffic patterns. Zone 2 includes the western half of the state (Region 3, 4, 5, 6).
SP-22-03	Statewide Mobility Services Program	\$7,882,320	To continue and expand on NYSDOT's agency-wide efforts to support and encourage the use of sustainable and efficient modal options for travel. It will build on the efforts of the existing Statewide Active Transportation Demand Management (ATDM) and will include additional technical assistance program elements, policy research, pilot initiatives and partnerships with employers, large institutions, destination, neighborhood and community organizations, local governments, and mobility providers. Work products are expected to result in products that specifically integrate mobility into existing NYSDOT policies, programs, projects, and protocols. This will include but is not limited to: regional and statewide project development, prioritization, and programming; corridor plans; integrated multimodal systems management and transportation management center (TMS) operations; and freight analysis.
SP-22-06	TRANSEARCH Data	\$1,355,001	The NYS Department of Transportation (DOT) desires to maintain and regularly update key data and forecasts to support short and long-range economic development, infrastructure, and environmental quality planning throughout the state. To achieve this goal, the DOT needs modal commodity freight flow data and profiles of the state and sub-state areas, trade areas and projections of this data into the future.

SPR #		SPR Funding	Description
SP-23-02	Highway Work Permit System Enhancement	\$696,000	Continue developing enhancements to the design of the PermiTrack online permitting system for highway work permits (HWP) and implantation of system.
SP-23-03	NYS Resiliency Improvement Program	\$350,000	Develop a NYS Resilience Improvement Plan (RIP) to help guide the immediate and long-range planning activities and investments of the State in respect to the resilience of the surface transportation system.
SP-23-04	Employment / Establishment Data Acquisition	\$400,000	Access up-to-date employer and establishment data containing industry classification, employment and sales information that will contribute to modeling the use of a multimodal system by highlighting demand and supply areas, anticipate growth of need and increasing safety.
SP-24-03	Speed Probe Data	\$98,499	The goal of this project is to purchase floating car probe data to establish performance targets to assess travel reliability, congestion and emissions, and to perform other analyses and visualizations of road performance for both passenger cars and trucks.
SP-24-05	Short Count Traffic Program (2025-2029)	\$24,000,000	The goal of this project is to provide for the collection of traffic data across NYS. This will be achieved by contracting for the collection of that data. NYSDOT's 11 Regions, including Interstates and Expressways.
SP-25-02	Statewide Coordination of Metropolitan Planning Programs	\$100,000	The goal of this project is to support and maintain the ongoing coordination of the metropolitan planning programs in NYS for statewide benefit; the ongoing collaboration of the fourteen (14) metropolitan planning organizations (MPOs).
SP-25-03	Bus Safety Inspection Program	\$459,930	The goal of this project is to replace the existing 25+ year old mainframe system with a new modern server-based IT system.
SP-25-04	Pavement Condition Data Collection Services	\$4,153,049	The goal of this project is to collect pavement condition data as necessary to comply with annual state and federal requirements and NYSDOT pavement management practices and to develop and maintain a system by which to track location, dimension and condition of other highway related assets including: HPMS Data Requirements (pursuant to 23 CFR 490); State Touring and Reference Route System Pavement Condition Assessment.
SP-25-05	State Rail Plan	\$2,000,000	The goal of this project is to update the NYS Rail Plan, which will provide a comprehensive plan for the immediate and long-range planning activities and investments of the State with respect to freight, intercity passenger, commuter, and tourist rail.

SPR #		SPR Funding	Description
SP-25-06	Demographic, Economic and Construction Materials Forecasts	\$500,000	The goal of this project is to provide ongoing and future information on current conditions and forecast information on demographics, economic trends and drivers, construction materials as well as connections to leading economists which will provide NYSDOT insight into how travel patterns and needs may change.
SP-25-07	Wildlife Habitat Connectivity	\$683,700	This project supplements wildlife habitat connectivity efforts with additional scope of work and resources to improve connectivity.
SP-25-08	Continuous Counts	\$140,000	The goal of this project is to conduct the continuous count traffic count program with full performance-based maintenance and upgrade services to provide better coverage, distribution, and differentiation by functional classification of roadway, geographic area, and seasonality of traffic patterns.
SWWP248	NYS Wildlife Crossing Pilot Program	\$149,500	To obtain a consultant to create a toolkit assisting decision-makers in identifying and prioritizing roadways throughout NYS in need of reduced Wildlife-Vehicle Collisions (WVCs).

APPENDIX A

FY2026-2027 FINANCIAL TABLES

**Table 1
Transportation Council Staff Budget
Task and Auditable Budgets**

	FHWA							FTA		USDOE	Local In-Kind	Local Cash/Agreements	TOTAL
	PL Staff Time	PL Consultant/Vendor	PL Set-Aside	PL SCI	STBG Flex	STBG Lg Urb	SPR	SEC 5303 FY25-26	SEC 5303 FY26-27				
44.21.00 PROGRAM SUPPORT & ADMINISTRATION													
1.51 Committee Activities	44,000	0	0		0	0	0	0	40,000		10,000	0	94,000
1.61 Transportation Council Administration	80,000	10,000	0		0	0	0	0	0		0	0	90,000
1.65 UPWP Development and Reporting	25,000	0	0		0	0	0	5,000	25,953		0	0	55,953
1.66 Title VI and Nondiscrimination	20,500	200	0		0	0	0	5,000	15,000		0	0	40,700
1.68 NYSAMPO Administration*	0	0	0	200,000	0	0	100,000	0	0		0	0	300,000
1.69 NYSAMPO / AMPO / TRB	60,000	10,000	0		0	0	0	0	0		0	0	70,000
1.70 Public Participation	40,000	55,000	0		0	0	0	0	30,000		0	0	125,000
44.22.00 GENERAL DEVELOPMENT & COMPREHENSIVE PLNG.													
2.01 Technical Assistance Program	69,500	20,200	0		0	0	0	0	5,000		2,000	0	96,700
2.25 Transportation Data Collection	40,000	67,661	0		0	0	0	0	10,000		0	0	117,661
2.28 Census and Capital Region Indicators	10,000	200	0		0	0	0	0	10,000		0	0	20,200
2.29 GIS	85,000	15,200	0		0	0	0	5,000	35,000		0	0	140,200
2.30 Human Services Agency Transportation	39,500	5,200	0		0	0	0	5,000	40,000		4,000	0	93,700
2.31 Housing and Community Planning	48,500	8,000	0		0	0	0	0	15,000		2,000	0	73,500
44.23.01 LONG-RANGE TRANSP. PLNG. (LRTP) - System Level													
3.11 STEP Model Development	70,000	75,000	0		0	0	0	0	5,000		0	0	150,000
3.12 Household Travel Survey	45,000	410,000	0	45,000	545,000	0	0	0	0		0	0	1,045,000
3.31 Infrastructure Planning	30,000	0	0		0	0	0	0	5,000		0	0	35,000
3.41 Metropolitan Transportation Plan	25,000	7,700	0		0	0	0	5,000	5,000		0	0	42,700
3.51 Performance-Based Planning	35,000	0	0		0	0	0	0	5,000		0	0	40,000
44.23.02 LONG-RANGE TRANSP. PLNG. (LRTP) - Project Level													
3.22 Regional Operations/Congestion Management	44,500	3,500	0		0	0	0	5,000	15,000		2,000	0	70,000
3.32 Regional Signal Timing Program	15,000	10,200	0		0	0	0	0	5,000		0	0	30,200
44.24.00 SHORT-RANGE TRANSPORTATION PLANNING (SRTP)													
4.13 Transit Planning	10,500	200	0		0	0	0	5,000	25,000		65,000	0	105,700
4.14 TDM Initiatives	25,000	200	0		0	0	0	5,000	25,000		0	0	55,200
4.15 Safety Planning	59,500	200	0		0	0	0	0	21,000		0	0	80,700
4.16 Resilience and Security Planning	44,500	200	0		0	200,000	0	0	20,000		2,000	0	266,700
4.17 Complete Streets	19,500	200	0		0	0	0	0	20,000		0	0	39,700
4.21 Freight Planning	59,500	50,200	0		0	200,000	0	0	0		4,000	0	313,700
4.64 ADA Planning	14,000	24,100	0		0	0	0	0	15,000		200	2,300	55,600
4.67 Active Transportation Planning	39,000	200	0		0	0	0	5,000	30,000		2,000	0	76,200
4.71 Environmental Mitigation	25,000	200	0		0	0	0	0	0	130,000	0	0	155,200
44.25.00 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)													
5.01 TIP	59,500	200	0		0	0	0	5,000	40,000		2,000	0	106,700
5.21 Air Quality Conformity	19,500	200	0		0	0	0	0	10,000		0	0	29,700
5.51 Travel Demand Modeling Services	24,500	200	0		0	0	0	0	0		0	0	24,700
5.61 TIP Project Development Support	0	0	0		35,000	0	0	0	0		0	0	35,000
44.27.00 OTHER ACTIVITIES													
7.10 Town of Colonie GEIS Support	0	0	0		0	0	0	0	0		0	45,000	45,000
7.11 Town of Malta GEIS Support	0	0	0		0	0	0	0	0		0	25,000	25,000
7.12 Albany County Active Transp. Technical Assistance	19,500	200	0		0	0	0	0	0		2,000	65,000	86,700
7.13 Ballston Spa Traffic Calming Master Plan	22,500	67,700	0		0	0	0	0	0		2,000	7,500	99,700
7.14 Saratoga Springs West Ave. Complete Streets Study	22,500	200	70,000		0	0	0	0	0		2,000	7,000	101,700
7.15 Rensselaer Aiken Avenue Area Linkage Study	24,500	13,244	40,956		0	0	0	0	0		2,000	6,000	86,700
7.16 Stillwater County Route 76 Corridor Study	20,000	70,200	0		0	0	0	0	0		2,000	10,000	102,200
7.89 Halfmoon/Clifton Park County Rt 109 Corridor Study	14,500	88,600	0		0	0	0	0	0		500	0	103,600
7.90 Niskayuna Complete Streets Study: NYS Route 7	2,000	33,200	0		0	0	0	0	0		0	0	35,200
TRANSPORTATION COUNCIL UPWP TOTAL EFFORT	1,352,000	1,047,705	110,956	245,000	580,000	400,000	100,000	50,000	471,953		105,700	167,800	4,761,114
TOTAL FEDERAL	1,352,000	1,047,705	110,956	245,000	464,000	320,000	80,000	50,000	471,953		0	0	2,737,953
Transportation Council Non-Federal Match	126,300	0	0	0	0	0	0	3,124	29,485		0	0	158,908
CDRPC PL Program	183,000	0	0	0	0	0	0	0	0		0	61,000	244,000
STATE CASH	0	0	0	0	116,000	80,000	20,000	0	0		0	0	216,000
STATE IKS	0	0	0	0	0	0	0	9,375	88,491		0	0	97,866
STATE TOLL CREDITS	387,622	0	0	0	0	0	0	0	0		0	0	387,622
LOCAL CASH	0	0	0	0	0	0	0	0	0		105,700	167,800	273,500
SCI	0	0	0	245,000	0	0	0	0	0		0	0	0
TRANSPORTATION COUNCIL UPWP TOTAL PROGRAM	2,048,923	1,047,705	110,956	245,000	580,000	400,000	100,000	62,499	589,929		105,700	228,800	4,115,850

* This task is supported by pooled funds from the 14 NYS MPOs. The Transportation Council is the lead agency and \$50,000 is dedicated to SMTC for NYSAMPO Conference activities. The Transportation Council's share is about 6%.

**TABLE 1A
FY2026-2027 UPWP**

Explanation of Calculations for PL Match

2,644,705.00	Total Federal Transportation Council PL amount
150,000.00	Less MPO PL Shared Cost Initiatives (matched by NYSDOT)
45,000.00	Less AGFTC PL Share (matched by AGFTC)
50,000.00	Less MPO PL Shared Cost Initiatives (matched by NYSDOT)
2,399,705.00	
126,300.26	Total Transportation Council PL Match required
387,622.28	State match
183,000.00	CDRPC PL
61,000.00	CDRPC Match
244,000.00	CDRPC PL Program
187,300.26	Total Federal PL Match required

Explanation of Calculations for FTA Match

471,953.00	Total new Federal FTA funds**
50,000.00	Total Carryover Federal FTA funds
521,953.00	
29,484.53	Match required for new FTA (X036)
3,123.67	Match required for old FTA (X035)
32,608.20	Total match required for both FTA
88,491.19	State match for new FTA
9,375.00	State match required for carryover FTA
97,866.19	

In-Kind Contributions Match for FTA & PL Match by Task

10,000.00	1.51 Committee Activites
2,000.00	2.01 Technical Assistance Program
4,000.00	2.30 Human Services Agency Transportation
2,000.00	2.31 Housing and Community Planning
2,000.00	3.22 Regional Operations/Congestion Management
65,000.00	4.13 Transit Planngng - CDTA Staff MPO Activities
2,000.00	4.16 Resilience and Security Planning
4,000.00	4.21 Freight Planning
200.00	4.64 ADA Planning
2,000.00	4.67 Active Transportation Planning
2,000.00	5.01 Transportation Improvement Program Task Force
2,000.00	7.12 Albany County Active Transportation Technical Assistance
2,000.00	7.13 Linkage - Ballston Spa Traffic Calming Master Plan
2,000.00	7.14 Linkage - Saratoga Springs West Avenue Complete Streets Study
2,000.00	7.15 Linkage - Rensselaer Aiken Avenue Area Linkage Study
2,000.00	7.16 Linkage - Stillwater County Route 76 Corridor Study
500.00	7.89 Linkage - Halfmoon/Clifton Park CR 109 Corridor Study
105,700.00	

Local Cash Match Contributions Match for FTA & PL by Task

2,300.00	4.64 ADA Planning
65,000.00	7.12 Albany County Active Transportation Technical Assistance
7,500.00	7.13 Linkage - Ballston Spa Traffic Calming Master Plan
7,000.00	7.14 Linkage - Saratoga Springs West Avenue Complete Streets Study
6,000.00	7.15 Linkage - Rensselaer Aiken Avenue Area Linkage Study
10,000.00	7.16 Linkage - Stillwater County Route 76 Corridor Study
97,800.00	

TABLE 2
2026-2027 UPWP
Non-Federal Activities Used By Transportation Council In-Kind Match
Task and Auditable Budgets

	FTA 2025-26	FTA 2026-27		GRAND
	SEC 5303	SEC 5303		TOTALS
44.21.00. PROGRAM SUPPORT & ADMINISTRATION				
1.51 Committee Activities	0	0		0
1.61 Transportation Council Administration	0	0		0
1.65 UPWP Development and Reporting	0	0		0
1.66 Title VI and Nondiscrimination	0	0		0
1.68 NYSAMPO Administration*	0	0		0
1.69 NYSAMPO / AMPO / TRB	0	0		0
1.70 Public Participation	0	0		0
44.22.00 GENERAL DEVELOPMENT & COMPREHENSIVE PLANNING				
2.01 Technical Assistance Program	0	0		0
2.25 Transportation Data Collection	0	0		0
2.28 Census and Capital Region Indicators	0	0		0
2.29 GIS	0	0		0
2.30 Human Services Agency Transportation	0	0		0
2.31 Housing and Community Planning	0	0		0
44.23.01 LONG-RANGE TRANSP. PLANNING (LRTP) - System Level				
3.11 STEP Model Development	0	0		0
3.12 Household Travel Survey				
3.31 Infrastructure Planning	0	0		0
3.41 Metropolitan Transportation Plan	0	0		0
3.51 Performance-Based Planning	0	0		0
44.23.02 LONG-RANGE TRANSP. PLANNING (LRTP) - Project Level				
3.22 Regional Operations/Congestion Management	0	0		0
3.32 Regional Signal Timing Program	0	0		0
44.24.00 SHORT-RANGE TRANSPORTATION PLANNING (SRTP)				
4.13 Transit Planning	3,124	29,485		0
4.14 TDM Initiatives	0	0		0
4.15 Safety Planning	0	0		0
4.16 Resilience and Security Planning	0	0		0
4.17 Complete Streets	0	0		0
4.21 Freight Planning	0	0		0
4.64 ADA Planning	0	0		0
4.67 Active Transportation Planning	0	0		0
4.71 Environmental Mitigation	0	0		0
44.25.00 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)				
5.01 TIP	0	0		0
5.21 Air Quality Conformity	0	0		0
5.51 Travel Demand Modeling Services	0	0		0
5.61 TIP Project Development Support	0	0		0
44.27.00 OTHER ACTIVITIES				
7.10 Town of Colonie GEIS Support	0	0		0
7.11 Town of Malta GEIS Support	0	0		0
7.12 Albany County Active Transportation Technical Assistance	0	0		0
7.13 Ballston Spa Traffic Calming Master Plan	0	0		0
7.14 Saratoga Springs West Avenue Complete Streets Study	0	0		0
7.15 Rensselaer Aiken Avenue Area Linkage Study	0	0		0
7.16 Stillwater County Route 76 Corridor Study	0	0		0
7.89 Halfmoon/Clifton Park County Route 109 Corridor Study	0	0		0
7.90 Niskayuna Complete Streets Study: NYS Route 7	0	0		0
TOTAL EFFORT	3,124	29,485		32,608
Transportation Council Non-Federal In-Kind	3,124	29,485		32,608

TABLE 4
2026-2027 UPWP
CDRPC
Task and Auditable Budgets

	2026-2027				GRAND
	PL				TOTALS
44.21.00 PROGRAM SUPPORT & ADMINISTRATION					
1.51 Committee Activities	0	0	0		0
1.61 Transportation Council Administration	0	0	0		0
1.65 UPWP Development and Reporting	5,000	0	0		5,000
1.66 Title VI and Nondiscrimination	0	0	0		0
1.68 NYSAMPO Administration*	0	0	0		0
1.69 NYSAMPO / AMPO / TRB	0	0	0		0
1.70 Public Participation	20,000	0	0		20,000
44.22.00 GENERAL DEVELOPMENT & COMPREHENSIVE PLANNING					
2.01 Technical Assistance Program	40,000	0	0		40,000
2.25 Transportation Data Collection	0	0	0		0
2.28 Census and Capital Region Indicators	63,000	0	0		63,000
2.29 GIS	43,500	0	0		43,500
2.30 Human Services Agency Transportation	0	0	0		0
2.31 Housing and Community Planning	68,000	0	0		68,000
44.23.01 LONG-RANGE TRANSP. PLANNING (LRTP) - System Level					
3.11 STEP Model Development	0	0	0		0
3.31 Infrastructure Planning	0	0	0		0
3.41 Metropolitan Transportation Plan	4,500	0	0		4,500
3.51 Performance-Based Planning	0	0	0		0
44.23.02 LONG-RANGE TRANSP. PLANNING (LRTP) - Project Level					
3.22 Regional Operations/Congestion Management	0	0	0		0
3.32 Regional Signal Timing Program	0	0	0		0
44.24.00 SHORT-RANGE TRANSPORTATION PLANNING (SRTP)					
4.13 Transit Planning	0	0	0		0
4.14 TDM Initiatives	0	0	0		0
4.15 Safety Planning	0	0	0		0
4.16 Resilience and Security Planning	0	0	0		0
4.17 Complete Streets	0	0	0		0
4.21 Freight Planning	0	0	0		0
4.64 ADA Planning	0	0	0		0
4.67 Active Transportation Planning	0	0	0		0
4.71 Environmental Mitigation	0	0	0		0
44.25.00 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)					
5.01 TIP	0	0	0		0
5.21 Air Quality Conformity	0	0	0		0
5.51 Travel Demand Modeling Services	0	0	0		0
5.61 TIP Project Development Support	0	0	0		0
44.27.00 OTHER ACTIVITIES	0	0	0		0
7.10 Town of Colonie GEIS Support	0	0	0		0
7.11 Town of Malta GEIS Support	0	0	0		0
7.12 Albany County Active Transportation Technical Assistance	0	0	0		0
7.13 Ballston Spa Traffic Calming Master Plan	0	0	0		0
7.14 Saratoga Springs West Avenue Complete Streets Study	0	0	0		0
7.15 Rensselaer Aiken Avenue Area Linkage Study	0	0	0		0
7.16 Stillwater County Route 76 Corridor Study	0	0	0		0
7.89 Halfmoon/Clifton Park County Route 109 Corridor Study	0	0	0		0
7.90 Niskayuna Complete Streets Study: NYS Route 7	0	0	0		0
TOTAL EFFORT	244,000	0	0		244,000
FEDERAL	183,000	0	0		183,000
CDRPC MATCH	61,000	0	0		61,000

Table 5
Capital Region Transportation Council
2026-2027 UPWP
Metropolitan Planning (PL) Funds
Task and Auditable Budgets

TASK BUDGET	TOTAL	NEW	CARRY-	NYS DOT	CDRPC	Local	Local	TOTAL		Transp. Council	
	ALL	GRANT	OVER					Transp. Council	Transp. Council		STAFF
44.21.00 PROGRAM SUPPORT & ADMINISTRATION	841070	841070	0	214370	82000			0	544700	544700	0
	389158	389158	0	9458	0			0	379700	379700	0
	451912	451912	0	204912	82000			0	165000	165000	0
44.22.00 GENERAL DEVELOPMENT & COMPREHENSIVE PLANNING	542741	542741	0	21780	112000			0	408961	408961	0
	532140	532140	0	11179	112000			0	408961	408961	0
	10601	10601	0	10601	0			0	0	0	0
44.23.01 LONG-RANGE TRANSP. PLANNING - System Level	828894	828894	0	36194	50000			0	742700	742700	0
	759352	759352	0	34352	50000			0	675000	675000	0
	69542	69542	0	1842	0			0	67700	67700	0
44.23.02 LONG-RANGE TRANSPOR. PLANNING - Project Level	76515	76515	0	3315	0			0	73200	73200	0
	0	0	0	0	0			0	0	0	0
	76515	76515	0	3315	0			0	73200	73200	0
44.24.00 SHORT-RANGE TRANSPORTATION PLANNING (SRTP)	394526	394526	0	22326	0			0	372200	372200	0
	394526	394526	0	22326	0			0	372200	372200	0
44.25.00 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)	109579	109579	0	5479	0		140500		104100	104100	0
	109579	109579	0	5479	0		140500		104100	104100	0
44.27.00 OTHER ACTIVITIES	475296	475296	0	76452	0	165500		0	398844	398844	0
	475296	475296	0	76452	0	165500		0	398844	398844	0
TOTAL	3268621	3268621	0	379916	244000	165500	140500		2644705	2644705	0
AUDITABLE BUDGET											
Direct Labor	749033	749033	0	0	183000			0	864000	864000	0
Fringe Charges	689860	689860	0	0	61000			0	998784	998784	0
Travel	0	0	0	0	0			0	0	0	0
Equipment	0	0	0	0	0			0	0	0	0
Printing	0	0	0	0	0			0	0	0	0
Contractual	1375065	1375065	0	0	0			0	0	0	0
Computer	0	0	0	0	0			0	0	0	0
Indirect Charges	454663	454663	0	0	0			0	781920	781920	0
Toll Credits				379916							
TOTAL	3268621	3268621	0	379916	244000	165500	140500		2644705	2644705	0
Federal Share	2888705	2888705	0	0	244000	0	0		2644705	2644705	0
State Share	379916	379916	0	379916	0	0	0		0	0	0
Local Share	226500	226500	0	0	61000	165500	140500		0	0	0
% Federal Share	80%	80%	0%	0%	75%	0%	0		100%	100%	0%
% State Share	15%	15%	0%	100%	0%	0%	0		0%	0%	0%
% Local Share	5%	5%	0%	0%	25%	100%	0		0%	0%	100%



Local and Regional Transportation Planning Project Solicitation Project Proposal Guidance for FY 2026-2027

Introduction

The Capital Region Transportation Council (Transportation Council) is seeking proposals for community and transportation planning related initiatives to include in its work plan for the fiscal year beginning April 1, 2026. The Transportation Council's work plan is known as the Unified Planning Work Program (UPWP) within which federal transportation planning funds, made available through the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), are assigned to planning activities in the Capital Region. Proposals are being sought for Community Planning/Linkage Program projects as well as ADA Self-Evaluations and Transition Plans. Planning proposals must advance the principles of the region's metropolitan transportation plan, *In Motion: The Plan to 2050*. An estimated \$300,000 in federal transportation planning funds has been reserved for community and transportation planning activities.

Eligible Sponsors

Cities, towns, villages, and counties in the Transportation Council's metropolitan planning area are eligible to apply. The Transportation Council's planning area includes the counties of Albany, Rensselaer, Saratoga (except the Town of Moreau and the Village of South Glens Falls) and Schenectady. The Transportation Council's member organizations are also eligible to apply. Applications from not-for-profits, neighborhood groups, and other organizations will be considered if the application is sponsored and submitted by at least one local government in the study area and the sponsor agrees to be involved in the planning process.

Regional Planning Priorities

[*In Motion: The Plan to 2050*](#), adopted September 4, 2025, discusses the region's planning priorities and will guide investment of federal funds in transportation planning. UPWP planning proposals must advance the vision, goals, and objectives of *In Motion* which are consistent with [Federal planning factors](#). Planning projects that implement the [Capital Region Vision Zero Safety Action Plan](#), the [Congestion Management Process](#), and the [Coordinated Public Transit-Human Services Transportation Plan](#) are also eligible. Regional planning priorities and planning project examples include but are not limited to the following:

Regional Planning Priorities and Project Examples

Integrate Transportation and Land Use Planning

- Walkable communities and compact development planning
- Transit supportive development plans
- Zoning code and local regulation and policy revisions
- Housing planning
- Age friendly community planning
- Multi-modal corridor studies
- Parking management plans and utilization studies
- Curbside management plans
- Feasibility studies for trails, sidewalks, and other infrastructure
- Freight efficient land use planning

Create a Connected System of Multiple Transportation Options

- ADA Transition Plans and PROWAG (Public Right-of-Way Accessibility Guidelines) implementation
- Active transportation
- Complete street plans, policies, and local government training
- Safe routes to school and transit planning
- Vulnerable road user safety plans and data collection
- Micromobility data collection
- Mobility hub planning

Maintain Infrastructure Assets

- Crash data analysis and safety plans
- Asset condition data collection including pavements, sidewalks, and trails
- User data collection including cars, trucks, buses, pedestrians, and bicyclists

Enhance the Operation of the Transportation System

- Intersection analysis
- Transit signal priority, queue jumpers, bus lane and other transit infrastructure plans
- Access management and street connections
- Traffic signal retiming and signal coordination planning
- Advanced transportation technology deployment plans
- Speed studies and speed management plans
- Truck access and circulation studies
- Motor vehicle trip reduction programs
- Commuter programs

Support Economic Development

- Generic Environmental Impact Statement mitigation cost programs
- Jobs access planning
- Transit planning
- Transportation demand management programs
- Freight planning
- Special events planning
- Tourism planning

Plan for a Resilient Transportation System

- Travel demand modeling
- Emergency route planning
- Infrastructure vulnerability assessments
- Alternative fuel vehicle infrastructure planning
- Stormwater and green infrastructure planning
- Hazard mitigation plans

Eligible Planning Activities

For Fiscal Year 2026-2027 (April 1 to March 31), communities are encouraged to submit proposals for community planning/linkage program studies related to the region’s planning priorities and for ADA (Americans with Disabilities Act) data collection and planning initiatives. Applicants are encouraged to propose creative and innovative projects that address the region’s evolving local and regional land use and transportation planning needs. Examples of recently funded projects may be found in the Transportation Council’s current [2025-2026 UPWP](#). Intermunicipal proposals and cash matches above the minimum required are encouraged.

Transportation Council Programs	Total Project Cost Estimate Cap
Community Planning/Linkage Program	\$150,000 (maximum)
<p>Provides funding to local governments and regional entities for staff technical assistance and consultant services for any of the following:</p> <ul style="list-style-type: none"> • preparing community-based transportation and land use plans (Linkage Program) • collecting and assessing transportation system data • developing local policies • providing local government training <p>Proposals must be consistent with the regional planning priorities listed on page 2.</p> <p>Linkage Program community-based transportation and land use plans have a comprehensive scope of work and robust public outreach. For a list and map of completed plans, see the Linkage Program web page.</p>	<p>Match requirement: A cash match contribution of not less than 10% of the total project cost is required.</p>
ADA Self-Evaluations and Transition Plans	\$150,000 (maximum)
<p>Provides funding for consultant assistance to local governments interested in:</p> <ul style="list-style-type: none"> • Collecting data on the condition of all sidewalks, curb ramps, street crossings, bus stop loading areas, and pedestrian signals along public rights of way, in addition to paved multi-use paths. • Developing a municipal ADA policy statement, ADA Coordinator, and Complaint or Grievance Process. <p>Transition plans have been funded in multiple Capital Region communities. See the ADA Transition Plan webpage for additional resources and links to Transition Plans. Requests for ADA Self-Evaluations and Transition Plans will be evaluated using a different methodology than Community Planning/Linkage Program project proposals.</p>	<p>Match requirement: A cash match contribution of not less than 10% of the total project cost is required.</p>

Cost Estimates

Total planning project costs are capped at \$150,000 per project. The Transportation Council reserves the right to confirm or modify cost estimates based on past planning project experience. Costs for ADA Self-Evaluation and Transition Plans should be estimated assuming \$550/sidewalk mile. All project cost estimates should be provided on the application form as 90% federal and 10% cash. (e.g., a \$100,000 total project cost would be \$90,000 federal and \$10,000 local cash).

Ineligible Activities

- National Environmental Protection Act (NEPA) environmental assessments
- State Environmental Quality Review Act (SEQRA) environmental assessments
- Detailed engineering
- Field land surveying for right of way mapping
- Right-of-way acquisition
- Storm water/sewer system design
- Site preparation
- Construction projects
- Transportation department operations

Project Administration

The UPWP is funded with federal transportation planning funds from FHWA and FTA. These funds are allocated to the Transportation Council by New York State and come with requirements at both the federal and state levels. If funding is awarded, in addition to the requirements outlined below, additional project administration guidance will be provided to project sponsors. A few key administration requirements:

- A Memorandum of Understanding (MOU) outlining the roles and responsibilities of the Transportation Council staff and project sponsors will be executed before projects can begin. If the MOU is not executed by September 30, 2026, planning funds may be forfeited.
- The Transportation Council will administer consultant contracts and provide additional technical assistance throughout the study process.
- The Transportation Council uses an abbreviated but competitive approach to consultant selection. Sponsors should be aware that if consultant assistance was used to prepare the planning project application or to develop the scope of work, that consultant will not be eligible for the contract. In addition, consultants on retainer to a municipality are not guaranteed planning project contracts.
- Consultant led planning studies are expected to be completed within eighteen (18) months of the date of contract execution. The following recommended schedule has been established:

- Execute the MOU with the Transportation Council no later than September 30, 2025.
- Within four (4) months of the date of the fully executed MOU, select a consultant.
- Hold a study kick-off meeting within two (2) months of consultant contract execution.
- Consultant completes 100% of the scope of work within eighteen (18) months of contract execution.

If the above milestones are not met, the sponsor must submit a request for an extension to the Transportation Council's Planning Committee and the sponsor will not be eligible to request additional planning funds until the delayed project is complete.

- The Transportation Council will invoice sponsors for cash match contributions no later than December 1, 2026. Sponsors should ensure the availability of cash matches in calendar year 2026 budgets.
- Cash match sources may include state, county, and local funds as well as funds from private and not-for-profit groups with a direct connection or interest in the project. Other federal funds may not be used for the cash match.
- Federal funds for all project awards are capped.
- Failure to meet the Transportation Council's requirements may negatively impact sponsor access to future UPWP funds. The Transportation Council reserves the right to cancel projects at any time.

Public Participation

Consultant led planning initiatives expected to result in recommendations or actions that directly or indirectly impact the public must provide opportunities for public input. The magnitude of a project and the Transportation Council's [Public Participation Plan](#) requirements will determine the extent of the public participation process. At a minimum, ADA Transition Plans must allow an opportunity for public comment. The Transportation Council will make the final decision on the need for public involvement for all proposed planning projects.

Title VI and Nondiscrimination

The Transportation Council is committed to ensuring that no person is excluded from participation in, or denied the benefits of, its metropolitan transportation planning process on the basis of race, color, or national origin as protected by Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d). Additionally, the Transportation Council will provide meaningful access to services for persons with Limited English Proficiency (LEP). The Transportation Council is also committed to ensuring that no person is excluded from participation in, or denied the benefits of, its transportation planning process on the basis of sex, age, or disability as protected by Section 162 (a) of the Federal-Aid

Highway Act of 1973 (23 U.S.C. § 324), the Age Discrimination Act of 1975, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act of 1990.

Pre-Application Resources

Transportation Council staff are available to discuss planning project concepts with sponsors prior to submitting a proposal. Contact the Transportation Council at 518-458-2161 or info@capitalmpo.org if you would like to set up a pre-application in person or virtual meeting.

A virtual webinar to review the guidance for planning project proposals is scheduled for Thursday, October 16, 2025, at 12 p.m. via Zoom. **Sponsor attendance is encouraged.** Register at https://us02web.zoom.us/webinar/register/WN_VyVo5oH-TYeniaccqaoCkhQ. A video recording will be available on the Transportation Council's YouTube channel after the webinar.

Application Process

All proposals must be received by **Friday, December 5, 2025, at 5:00 p.m.** Project sponsors must complete an application form for each proposed project individually via JotForm. Applications received via mail or fax will not be accepted unless pre-approved by the Transportation Council's Executive Director.

For Community Planning/Linkage Program projects, apply here: <https://form.jotform.com/252744536062154>. Within the electronic application for Community Planning/Linkage Program projects, sponsors will need to upload the following:

1. A brief cover letter that includes a commitment to the local match requirement signed by the lead elected official or chief executive (pdf format).
2. A project location map, if applicable (pdf format).
3. Letter(s) indicating commitment of transportation facility owners, if the project sponsor does not own the facility, to the project (pdf format).
4. Letters from project partners providing matching funds. Do not include general letters of endorsement (pdf format).

For ADA Self-Evaluations and Transition Plans, apply here: <https://form.jotform.com/252745187703159>. Within the electronic application for ADA related initiatives, sponsors will need to upload the following:

1. A letter of commitment signed by the lead elected official or chief executive stating the commitment of local elected leaders to complete the Self-Analysis and Transition Plan and to implement the Transition Plan over time. The letter should include a commitment to the local match requirement (pdf format).
2. Any and all required ADA-related documents the municipality has. This may include existing ADA Self Analysis and/or Transition Plans, and any other document that contains the

municipal ADA policy statement, ADA Coordinator, and Complaint or Grievance Process (pdf format).

3. If desired and applicable, provide a map of multi-use trail locations (pdf format).
4. Any maintenance or ownership agreement files for pedestrian infrastructure on state and/or county roads (pdf format).

Applications that do not adhere to the above requirements will not be accepted. For application questions, please contact the Transportation Council at 518-458-2161 or info@capitalmpo.org.

Project Evaluation

Proposals will be screened by Transportation Council staff to ensure they are complete and meet all program requirements. Project sponsors must submit a good-faith project budget which will be reviewed for appropriateness. A review of the local match requirement will also be undertaken and confirmed with project sponsors. Incomplete applications and those that do not meet the program requirements will not be considered for funding.

Transportation Council staff will evaluate proposals as follows. Proposals that best meet the evaluation criteria will be more competitive for funding.

Evaluation Criteria for the Community Planning/Linkage Program are:

1. Proposal clearly identifies the need for the planning project and the desired outcomes. (up to 20 points)
2. The extent to which the proposal addresses the goals of [In Motion: The Plan to 2050](#). The five goals are safety, mobility, access, livability, and resilience. (up to 20 points)
3. The extent to which the proposal addresses one or more of the Regional Planning Priority categories listed on page 2 and supports [Federal planning factors](#). (up to 20 points)
4. The proposed project implements a recommendation from a previously completed Transportation Council Plan (i.e., [Linkage Plans](#) or [regional plans](#)), not including the In Motion Plan. (up to 10 points)
5. Proposal includes an intermunicipal partnership. (10 points)
6. Sponsor demonstrates a strong commitment to the project (i.e., resolution supporting the proposal, match requirements are exceeded, implementation funds identified, etc.). (up to 10 points)
7. The extent to which the proposal is innovative and demonstrates a creative or new approach to a transportation and/or land use issue. (up to 10 points)

Evaluation Criteria for ADA Self-Evaluations and Transition Plans are:

1. Reach and reasonableness of public outreach list provided should include representation of people who have a disability (20 points max)

2. Amount of match in relation to municipal sidewalk miles (20 points max)
3. Percent of residents who have a disability (20 points max)
4. Participants for Kick-Off Meeting – range of positions and ability to ensure success (20 points max)
5. Geographic balance: amount for counties, urban/rural, municipal type (10 points max)
6. Overall rating of application and supporting materials (10 points max)

Additional considerations for both evaluation processes include available funding, the proposed budget, type of project, geographic balance, number of Transportation Council supported project awards to sponsor in the last five years, and planning funds requested per capita of study area.

Timeline for Project Selection

- | | |
|-------------------|--|
| October 3, 2025: | Project solicitation released |
| October 16, 2025: | Virtual sponsor webinar |
| December 5, 2025: | Applications due |
| December 2025: | Transportation Council staff evaluates and prioritizes projects/studies |
| January 7, 2026: | List of proposed projects and funding recommendations provided to the Transportation Council’s Planning Committee. |
| February 4, 2026: | Planning Committee reviews, approves, and releases Draft 2026-2027 UPWP for public review containing recommended projects. |
| March 5, 2026: | Transportation Council Policy Board adopts Final 2026-2027 UPWP |

Award Notification

Project sponsors will be notified as to the status of their proposals prior to the January 7, 2025 Planning Committee meeting at which projects will be recommended for funding. Recommended projects will be added into the draft 2026-2027 UPWP to be approved at the February 4, 2026, Planning Committee meeting. The Transportation Council’s Policy Board will approve a final 2026-2027 UPWP on March 5, 2026, following a minimum 25-day public review process. Project funding will not be available for use until April 1, 2026, and the ability of planning initiatives to move forward will be dependent on Transportation Council staff availability.

Following Policy Board approval, sponsors awarded funding for Community Planning/Linkage Program projects or ADA Self-Evaluation and Transition Plans will receive project administration guidance and a Memorandum of Understanding (MOU) for signature from Transportation Council staff. The MOU must be executed before the project can begin.

Appendix C

Summary of Public Comments

To be available after close of public comment period on March 3, 2026