



FLORIDA DEPARTMENT OF TRANSPORTATION

**UPWP Revision Form**MPO: **Charlotte County-Punta Gorda MPO**Revision Number: Reason: **Updated FY 2022 UPWP - Task 8-Transit & Transportation Disadvantaged Planning with updated FFY 20 encumbrances and add new FFY 21 funding allocations**Fiscal Year: **2021-2022**Part of De-Ob: **No**Fund: **FTA - 5305(d)**Form: **1** of: **1****FUNDING CHANGES**Revision Type: **AMENDMENT**

Task #	Task Name	Original \$	Proposed \$	difference
8	Transit & Transportation Disadvantaged Planning	\$ 74,747	\$ 123,394	\$48,647
TOTAL FUNDING CHANGE		\$ 74,747	\$ 123,394	\$48,647
UPWP Fiscal Year 2021-2022 FTA - 5305(d) Total Budget		\$ 74,747	\$ 123,394	\$48,647

**REQUIRED DOCUMENTATION: AMENDMENT**

• Original & Proposed: Task Pages (including task budget tables), Fund Summary Budget Table, Agency Participation Budget Table • Signed Cost Certification • MPO Meeting Agenda • TIP Modification • MPO signed Amended Agreement

**APPROVALS**

FDOT	Reviewer:	Date:	Action:
	Comments:		
FHWA	Reviewer:	Date:	Action:
	Comments:		
FTA	Reviewer:	Date:	Action:
	Comments:		

## **TASK 8 TRANSIT & TRANSPORTATION DISADVANTAGED (TD) PLANNING**

**Purpose:** Support existing transit programs and assist in implementing recommendations of the Transit Development Plan (TDP) and the Transportation Disadvantaged Service Plan (TDSP), as well as utilize staff /consultant services in the development of the 2045 Long Range Transportation Plan (LRTP).

### **Previous Work:**

- Assisted Charlotte County with the development of the *Charlotte Rides* Transit Development Plan (TDP) for submittal to FDOT by September 1, 2019 (utilizing only the County's FTA Section 5307 funds)
- Execution of a Joint Participation Agreement between FDOT and the MPO in November 2015 for Federal Transit Administration Section 5305 (d) funding through December 31, 2018
- Staffing of the Charlotte County Transportation Disadvantaged Local Coordinating Board (LCB) quarterly
- Completion of the annual Community Transportation Coordinator (CTC) evaluation in February 2020
- Training of LCB membership in January 2020
- Attendance at the annual Commission for the Transportation Disadvantaged (CTD) state training and technology conference
- Assistance with Charlotte Transit marketing and planning
- Completion of the second annual update of the TDSP in May 2019 and the third annual update May 2020
- Provided support and assistance to Sarasota County Area Transit (SCAT) and Charlotte County Transit in improving transit opportunities for the North Port and Englewood areas
- Assisted with the LCB's annual evaluation of the CTC in February 2020
- Developed LCB Bylaws – September 2019
- Developed LCB Grievance Procedures – November 2019

### **Required Activities:**

- Assist with a marketing plan for Charlotte County Transit, as well as FTA Section 5310 and 5311 programs (ongoing)
- Coordinate with the LCB in planning for TD services with the cooperation of the CTC, including the planning and review of transit operations (ongoing)
- Advise on improved security, safety and accessibility issues with the Charlotte County Transit Division (ongoing)
- Coordinate and assist in expanding regional transit routes with Sarasota, DeSoto and Lee Counties (ongoing)
- Update the Transportation Disadvantaged Service Plan (TDSP)/Coordinated Public Transit — Human Services Transportation Plan (CPT-HSTP) in May 2021 in cooperation with Charlotte County Transit Division. Develop a new TDSP/CPT-HSTP following a new five-year CTC designation
- Participate in FDOT District One's Commuter Services Program (ongoing)
- Execute FTA 5305 (d) FY 2021-2022 Public Transit Grant Agreement (PGTA) (annually)
- Utilize General Planning Consultant services as needed i.e., 2045 Long Range Transportation Plan (LRTP) or any other transit-related studies (See Appendix H)
- Establish performance based planning in accordance with the Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) Federal Transportation Act/Fixing America's Surface Transportation (FAST)
- Assist Charlotte County Transit with future annual progress reports for the Transit Development Plan
- Appointment of Charlotte County Board of County Commissioner (BCC) to continue as the Community Transportation Coordinator (CTC) for Charlotte County in April 2021 for next five-year period

- Review Charlotte County Transit Public Transportation Agency Safety Plan (PTASP)
- Develop LCB Bylaws – September 2020 and September 2021
- Develop LCB Grievance Procedures – November 2020 and November 2021

**End Products:**

- FY 2021 and FY 2022 Section 5305 (d) Transit Planning Grants submitted – July 2021 and July 2022 (annually)
- CTC Evaluation February 2022
- New TDSP/CPT-HSTP in September 2021
- 2045 LRTP Update by October 2020
- Charlotte County Annual Progress Report for the TDP by September 2020 and September 2021
- Charlotte County Transit Public Transportation Agency Safety Plan (PTASP) review at October 2020 MPO Board Meeting
- LCB Bylaws – September 2020 and September 2021
- LCB Grievance Procedures – November 2020 and November 2021
- Other special transportation planning studies, as needed

**Responsible Agency:** Charlotte County-Punta Gorda MPO

<b>Funding Sources:</b> Year 1 – FY 2021	FTA (Section 5305 (d) (FM # 410114-1-14-29, 30)		\$121,136
	FFY 19 FTA Carryover State Match		\$ 5,798
	Local Funds		\$15,143
	FTA Section 5307(County)		\$56,582
	TD Planning Grant		<u>\$23,095</u>
	<b>TOTAL</b>		<b>\$221,754</b>
Year 2 – FY 2022	FTA FFY 2020 (Section 5305 (d) (FM # 410114-1-14-30)	<del>*\$74,747</del>	\$51,065
	FTA FFY 2021 (Section 5305 (d) (FM # 410114-1-14-31)	**\$72,329	
	Local Funds FFY 2020	***\$7,474	\$6,383
	Local Funds FFY 2021	****\$9,041	
	FTA Section 5307 – FFY (County)		\$50,545
	TD Planning Grant		<u>\$23,842</u>
	<b>TOTAL</b>	<del>\$156,608</del>	<b>\$213,205</b>

\*Updated FFY 20 Section 5305(d) with remaining encumbers

\*\*Added new FFY 2021 FTA funds

\*\*\*Updated FFY 2020 Local Funds to show correct contribution.

\*\*\*\*Added FFY 2021 Local Funds

Estimated Budget Detail for "Planning Task" Fiscal Year 2021

Budget Category/Description	FHWA PL	FDOT Soft Match to FHWA (18.07%)**	FHWA SL Funds	FDOT Soft Match to SL (18.07%)**	FFY 19 Carryover FTA 5305(d)				FFY 20 FTA 5305(d)	FTA 5305(d) Federal	FTA 5305(d) Soft match**	FTA Section 5307	CTD	Local Funds	TOTAL less State Soft Match
					FTA 5305(d) Federal 80%	FTA 5305(d) State 10%	FTA 5305(d) County 10%	Match							
Task 8: Transit & Transportation Disadvantaged Planning															
Personnel Services:															
Salaries (100% PL), Benefits and Other Deductions					\$ 38,720	\$ 4,846	\$ 4,847	\$ 4,847	\$ 72,707	\$ -			\$ 23,095	\$ 13,936	\$ 153,304
Consultant Services: 2045 LTRP Update					\$ 5,517	\$ 690	\$ 690	\$ 690						\$ 690	\$ 6,887
Consultant Services: TDP Annual Progress Report						18687.00						\$ 56,582			\$ 56,582
Travel: In accordance with 112.061, Florida Statutes															
Travel/Training MPO Staff/LCB Board Members					\$ 1,080	\$ 135	\$ 135	\$ 135	\$ 1,080					\$ 270	\$ 2,565
Other Direct Costs:															
Advertising Costs					\$ 640	\$ 80	\$ 80	\$ 80	\$ 640					\$ 160	\$ 1,520
Operating Supplies/Office Supplies					\$ 112	\$ 7	\$ 7	\$ 7	\$ 80					\$ 17	\$ 216
Registration/Subscription					\$ 320	\$ 40	\$ 40	\$ 40	\$ 240					\$ 70	\$ 670
TASK TOTAL					\$ 46,389	\$ 5,798	\$ 5,799	\$ 5,799	\$ 74,747	\$ 18,687	\$ 56,582	\$ 23,095	\$ 15,143	\$ 221,754	

\*\* FDOT uses toll credits to fulfill the required FHWA PL, SL, & FTA 5305(d) non-Federal share

Estimated Budget Detail for "Planning Task" Fiscal Year 2022

Budget Category/Description	FHWA PL	FDOT Soft Match to FHWA (18.07%)**	FHWA SL Funds	FDOT Soft Match to SL (18.07%)**	FFY 20- FFY21 FTA 5305(d) Federal Funds	FTA 5305(d) Soft Match**	FTA Section 5307	CTD	Local Funds	TOTAL less State Soft Match
Task 8: Transit & Transportation Disadvantaged Planning										
Personnel Services:										
Salaries (100% PL), Benefits and Other					\$ 116,194			\$ 23,842	\$ 14,654	\$ 154,690
Consultant Services: TDP Annual							\$ 50,545			\$ 50,545
Travel: In accordance with 112.061, Florida Statutes										
Travel/Training MPO Staff/LCB Board Members					\$ 3,600				\$ 270	\$ 3,870
Other Direct Costs:										
Advertising Costs					\$ 2,540				\$ 300	\$ 2,840
Operating Supplies/Office Supplies					\$ 310				\$ 100	\$ 410
Registration/Subscription					\$ 750				\$ 100	\$ 850
TASK TOTAL					\$ 123,394	\$ 36,770	\$ 50,545	\$ 23,842	\$ 15,424	\$ 213,205

\*\* FDOT uses toll credits to fulfill the required FHWA PL, SL, & FTA 5305(d) non-Federal share

Updated FFY 20 remaining encumbrance and added FFY 21 New Allocation in the amount of \$72,329 to FTA Section 5305(d) current FFY 20 Funds  
Adjusted Local Funds to reflect updated funds

Amended: October 18, 2021



## SUMMARY BUDGET TABLES

UPWP FY 2022

The FY 2022 UPWP is funded by federal and local sources in the form of grant, local funds and non cash (soft) match services. An estimate of the costs associated with the individual tasks and the source of funding is listed in the following tables.

## Fiscal Year 2022 Agency Participation and Funding Sources by Task

Budget Category/Description	FHWA PL	FDOT Soft Match to FHWA (18.07%)**	FHWA SL Funds	FDOT Soft Match to SL (18.07%)**	FFY 20 - FFY 21 FTA 5305(d) Federal Funds	FTA State "Soft Match"	CTD	FTA 5307	Local Funds	TOTAL less Soft Match
<b>Task 1: Administration</b>										
<b>Personnel Services:</b>										
Salaries (100% PL), Benefits and Other Deductions	\$ 294,859	\$ 65,032								\$ 294,859
Consultant Services	\$ -	\$ -								
<b>Travel: In accordance with 112.061, Florida Statutes.</b>										
Travel/Training MPO Staff	\$ 3,420	\$ 754								\$ 3,420
Travel/Training MPO Board Members	\$ 2,069	\$ 456								\$ 2,069
<b>Other Direct Costs:</b>										
County's Central/Indirect Costs: These charges are estimated for services provided by Charlotte County Government to the MPO...i.e. Attorney, Fiscal, Payroll, Finance Audit, HR, Purchasing, IT, etc.	\$ 44,847	\$ 9,891								\$ 44,847
County's Self Insurance Costs	\$ 2,067	\$ 456								\$ 2,067
Office Building: Lease/Storage Cost	\$ 15,000	\$ 3,308								\$ 15,000
Office Equipment Lease/overage charges	\$ 6,967	\$ 1,537								\$ 6,967
Subscriptions (e.g. newspapers, MPO computer software, i.e. Photoshop, GIS), website updates/Maintenance, Books & Publications)	\$ 4,200	\$ 926								\$ 4,200
Advertising Costs	\$ 4,500	\$ 992								\$ 4,500
Postage and Freight	\$ 3,500	\$ 772								\$ 3,500
Office Supplies & Departmental Supplies	\$ 2,500	\$ 551								\$ 2,500
Janitorial - Cleaning Services	\$ 1,000	\$ 221								\$ 1,000
Printing & Binding/Other Current Charges & Obligation	\$ 2,400	\$ 529								\$ 2,400
Gas/Oil/Lubricants...use of County Vehicle	\$ 800	\$ 176								\$ 800
R/M equipment/vehicle	\$ 1,950	\$ 430								\$ 1,950
Educational Expenses-Staff trainings, sponsor Keep Charlotte Beautiful Bicycle Safety Message, registrations	\$ 3,000	\$ 662								\$ 3,000
Repair/maintenance - Building...i.e office reconfiguration	\$ 500	\$ 110								\$ 500
Perheral Equipment	\$ 1,000	\$ 221								\$ 1,000
<b>TASK TOTAL</b>	<b>\$ 394,579</b>	<b>\$ 87,026</b>								<b>\$ 394,579</b>
<b>Task 2: Data Collection, Analysis, and Mapping</b>										
<b>Personnel Services:</b>										
Salaries (100% PL), Benefits and Other Deductions	\$ 37,399	\$ 8,249								\$ 37,399
Consultant Services:	\$ -	\$ -								
<b>TASK TOTAL</b>	<b>\$ 37,399</b>	<b>\$ 8,249</b>								<b>\$ 37,399</b>
<b>Task 3: Public Participation Plan</b>										
<b>Personnel Services:</b>										
Salaries (100% PL), Benefits and Other Deductions	\$ 13,836	\$ 3,052								\$ 13,836
Consultant Services	\$ -	\$ -								
<b>TASK TOTAL</b>	<b>\$ 13,836</b>	<b>\$ 3,052</b>								<b>\$ 13,836</b>
<b>Task 4: Long Range Transportation Plan (LRTP)</b>										
<b>Personnel Services:</b>										
Salaries (100% PL), Benefits and Other Deductions	\$ 44,312	\$ 9,773								\$ 44,312
Consultant Services:	\$ -	\$ -								\$ -
<b>TASK TOTAL</b>	<b>\$ 44,312</b>	<b>\$ 9,773</b>								<b>\$ 44,312</b>
<b>Task 5: Transportation Improvement Program (TIP)</b>										
<b>Personnel Services:</b>										
Salaries (100% PL), Benefits and Other Deductions	\$ 32,810	\$ 7,236								\$ 32,810
Consultant Services:	\$ -	\$ -								\$ -
<b>TASK TOTAL</b>	<b>\$ 32,810</b>	<b>\$ 7,236</b>								<b>\$ 32,810</b>
<b>Task 6: Special Project Planning</b>										
<b>Personnel Services:</b>										
Salaries (100% PL), Benefits and Other Deductions	\$ 34,472	\$ 7,603								\$ 34,472
Consultant Services:	\$ -	\$ -								\$ -
<b>TASK TOTAL</b>	<b>\$ 34,472</b>	<b>\$ 7,603</b>								<b>\$ 34,472</b>
<b>Task 7: Regional Planning &amp; Coordination</b>										
<b>Personnel Services:</b>										
Salaries (100% PL), Benefits and Other Deductions	\$ 10,000	\$ 2,206								\$ 10,000
Consultant Services:	\$ -	\$ -								\$ -
<b>TASK TOTAL</b>	<b>\$ 10,000</b>	<b>\$ 2,206</b>								<b>\$ 10,000</b>
<b>Task 8: Transit &amp; Transportation Disadvantaged Planning</b>										
<b>Personnel Services:</b>										
Salaries (100% PL), Benefits and Other Deductions					\$ 116,194		\$ 23,842		\$ 14,654	\$ 154,690
Consultant Services: TDP Progress Report								\$ 50,545		\$ 50,545
<b>Travel: In accordance with 112.061, Florida Statutes.</b>										
Travel/Training MPO Staff/LCB Board Members					\$ 3,600				\$ 270	\$ 3,870
<b>Other Direct Costs:</b>										
Advertising Costs					\$ 2,540				\$ 300	\$ 2,840
Operating Supplies/Office Supplies					\$ 310				\$ 100	\$ 510
Registrations/Subscriptions					\$ 750				\$ 100	\$ 850
<b>TASK TOTAL</b>					<b>\$ 123,394</b>		<b>\$ 23,842</b>	<b>\$ 50,545</b>	<b>\$ 15,424</b>	<b>\$ 213,205</b>
<b>Task 9: Agency Expenditures with Local Funds</b>										
<b>Personnel Services:</b>										
Non-Reimbursable Expenses - Legislative Activities, promotional items, meeting refreshments, meals, mileage, operating expenses, memberships & sponsorships									\$ 3,500	\$ 3,500
<b>TASK TOTAL</b>									\$ 3,500	\$ 3,500
<b>Total Planning Funds</b>	<b>\$ 567,408</b>	<b>\$ 125,144</b>			<b>\$ 123,394</b>	<b>\$ 36,770</b>	<b>\$ 23,842</b>	<b>\$ 50,545</b>	<b>\$ 18,924</b>	<b>\$ 784,113</b>

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Amended: October 18, 2021

Updated FFY 20 remaining encumbrance and added FFY 21 New Allocation in the amount of \$72,329 to FTA Section 5305(d) current FFY 20 Funds

Adjusted Local Funds to reflect updated funds

**TASK 8 TRANSIT & TRANSPORTATION DISADVANTAGED (TD) PLANNING**

**Purpose:** Support existing transit programs and assist in implementing recommendations of the Transit Development Plan (TDP) and the Transportation Disadvantaged Service Plan (TDSP), as well as utilize staff /consultant services in the development of the 2045 Long Range Transportation Plan (LRTP).

**Previous Work:**

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- Execution of a Joint Participation Agreement between FDOT and the MPO in November 2015 for Federal Transit Administration Section 5305 (d) funding through December 31, 2018
- Staffing of the Charlotte County Transportation Disadvantaged Local Coordinating Board (LCB) quarterly
- Completion of the annual Community Transportation Coordinator (CTC) evaluation in February 2020
- Training of LCB membership in January 2020
- Attendance at the annual Commission for the Transportation Disadvantaged (CTD) state training and technology conference
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**Required Activities:**

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- Participate in FDOT District One's Commuter Services Program (ongoing)
- Execute FTA 5305 (d) FY 2021-2022 Public Transit Grant Agreement (PGTA) (annually)
- Utilize General Planning Consultant services as needed i.e., 2045 Long Range Transportation Plan (LRTP) or any other transit-related studies (See Appendix H)
- Establish performance based planning in accordance with the Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) Federal Transportation Act/Fixing America's Surface Transportation (FAST)
- Assist Charlotte County Transit with future annual progress reports for the Transit Development Plan
- Appointment of Charlotte County Board of County Commissioner (BCC) to continue as the Community Transportation Coordinator (CTC) for Charlotte County in April 2021 for next five-year period

- Review Charlotte County Transit Public Transportation Agency Safety Plan (PTASP)
- Develop LCB Bylaws – September 2020 and September 2021
- Develop LCB Grievance Procedures – November 2020 and November 2021

**End Products:**

- FY 2021 and FY 2022 Section 5305 (d) Transit Planning Grants submitted – July 2021 and July 2022 (annually)
- CTC Evaluation February 2022
- New TDSP/CPT-HSTP in September 2021
- 2045 LRTP Update by October 2020
- Charlotte County Annual Progress Report for the TDP by September 2020 and September 2021
- Charlotte County Transit Public Transportation Agency Safety Plan (PTASP) review at October 2020 MPO Board Meeting
- LCB Bylaws – September 2020 and September 2021
- LCB Grievance Procedures – November 2020 and November 2021
- Other special transportation planning studies, as needed

**Responsible Agency:** Charlotte County-Punta Gorda MPO

<b>Funding Sources:</b> Year 1 – FY 2021	FTA (Section 5305 (d) (FM # 4101141-01-14-29, 30)	\$121,136
	FY 20 FTA Carryover State Match	\$ 5,798
	Local Funds	\$15,143
	FTA Section 5307(County)	\$28,291
	FTA Section 5307 (County)	\$28,291
	TD Planning Grant	<u>\$23,095</u>
	<b>TOTAL</b>	<b>\$221,754</b>
Year 2 – FY 2022	FTA (Section 5305 (d) (FM # 4101141-01-14-30)	\$74,747
	Local Funds	\$7,474
	FTA Section 5307 (County)	\$50,545
	TD Planning Grant	<u>\$23,842</u>
	<b>TOTAL</b>	<b>\$156,608</b>

Estimated Budget Detail for "Planning Task" Fiscal Year 2021

Budget Category/Description	FHWA PL	FDOT Soft Match to FHWA (18.07%)*	FHWA SL Funds	FDOT Soft Match to SL (18.07%)*	FY 20 Carryover FTA 5305(d)			FY 21 FTA 5305(d)		FTA Section 5307	CTD	Local Funds	TOTAL less State Soft Matches
					FTA 5305(d) Federal 80%	FTA 5305(d) State 10% Match**	FTA 5305(d) County 10% Match**	FTA 5305(d) Federal 80%					
Task 8: Transit & Transportation Disadvantaged Planning													
Personnel Services:													
Salaries (100% PL), Benefits and Other Deductions					\$ 38,720	\$ 4,846	\$ 4,847	\$ 72,707			\$ 23,095	\$ 13,936	\$ 153,304
Consultant Services: 2045 LRTP Update					\$ 5,517	\$ 690	\$ 690					\$ 690	\$ 6,897
Consultant Services: TDP Annual Progress Report									\$ 56,582				\$ 56,582
Travel: In accordance with 112.061, Florida Statutes													
Travel/Training MPO Staff/LCB Board Members					\$ 1,080	\$ 135	\$ 135	\$ 1,080				\$ 270	\$ 2,565
Other Direct Costs:													
Advertising Costs					\$ 640	\$ 80	\$ 80	\$ 640				\$ 160	\$ 1,520
Operating Supplies/Office Supplies					\$ 112	\$ 7	\$ 7	\$ 80				\$ 17	\$ 216
Registration					\$ 320	\$ 40	\$ 40	\$ 240				\$ 70	\$ 670
TASK TOTAL					\$ 46,389	\$ 5,798	\$ 5,799	\$ 74,747	\$ 56,582	\$ 23,095		\$ 15,143	\$ 221,754

\*\* FDOT uses toll credits to fulfill the required FHWA PL, SL, & FTA 5305(d) non-Federal share

Estimated Budget Detail for "Planning Task" Fiscal Year 2022

					FY Carryover FTA 5305(d)			FY 22 FTA 5305(d)				
Budget Category/Description	FHWA PL	FDOT Soft Match to FHWA (18.07%)**	FHWA SL Funds	FDOT Soft Match to SL (18.07%)**	FTA 5305(d) Federal 80%	FTA 5305(d) State 10% Match**	FTA 5305(d) County 10% Match**	FTA 5305(d)	FTA Section 5307	CTD	Local Funds	TOTAL less State Soft Matches
Task 8: Transit & Transportation Disadvantaged Planning												
Personnel Services:												
Salaries (100% PL), Benefits and Other Deductions								\$ 70,747		\$ 23,842	\$ 7,074	\$ 101,663
Consultant Services: TDP Annual Progress Report									\$ 50,545			\$ 50,545
Travel: In accordance with 112.061, Florida Satutes												
Travel/Training MPO Staff/LCB Board Members								\$ 2,000			\$ 200	\$ 2,200
Other Direct Costs:												
Advertising Costs								\$ 1,500			\$ 150	\$ 1,650
Operating Supplies/Office Supplies								\$ 150			\$ 15	\$ 165
Registration/Subscription								\$ 350			\$ 35	\$ 385
TASK TOTAL								\$ 74,747	\$ 50,545	\$ 23,842	\$ 7,474	\$ 156,608

\*\* FDOT uses toll credits to fulfill the required FHWA PL, SL, & FTA 5305(d) non-Federal share

Reduced FY 22 Local Funds by \$1,870



## SUMMARY BUDGET TABLES

## UPWP FY 2022

The FY 2022 UPWP is funded by federal and local sources in the form of grant, local funds and non cash (soft) match services. An estimate of the costs associated with the individual tasks and the source of funding is listed in the following tables.

### Fiscal Year 2022 Agency Participation and Funding Sources by Task

Budget Category/Description	FHWA PL	FDOT Soft Match to FHWA (18.07%)**	FHWA SL Funds	FDOT Soft Match to SL (18.07%)**	FTA 5305(d) Federal 100%	CTD	FTA 5307	Local Funds	TOTAL less Soft Match
<b>Task 1: Administration</b>									
<b>Personnel Services:</b>									
Salaries (100% PL), Benefits and Other Deductions	\$ 294,859	\$ 65,032							\$ 294,859
Consultant Services	\$ -	\$ -							
<b>Travel: In accordance with 112.061, Florida Statutes.</b>									
Travel/Training MPO Staff	\$ 3,420	\$ 754							\$ 3,420
Travel/Training MPO Board Members	\$ 2,069	\$ 456							\$ 2,069
<b>Other Direct Costs:</b>									
County's Central/Indirect Costs: These charges are estimated for services provided by Charlotte County Government to the MPO...i.e. Attorney, Fiscal, Payroll, Finance Audit, HR, Purchasing, IT, etc.	\$ 44,847	\$ 9,891							\$ 44,847
County's Self Insurance Costs	\$ 2,067	\$ 456							\$ 2,067
Office Building: Lease/Storage Cost	\$ 15,000	\$ 3,308							\$ 15,000
Office Equipment Lease/overage charges	\$ 6,967	\$ 1,537							\$ 6,967
Subscriptions (e.g. newspapers, MPO computer software, i.e. Photoshop, GIS), website updates/Maintenance, Books & Publications)	\$ 4,200	\$ 926							\$ 4,200
Advertising Costs	\$ 4,500	\$ 992							\$ 4,500
Postage and Freight	\$ 3,500	\$ 772							\$ 3,500
Office Supplies & Departmental Supplies	\$ 2,500	\$ 551							\$ 2,500
Janitorial - Cleaning Services	\$ 1,000	\$ 221							\$ 1,000
Printing & Binding/Other Current Charges & Obligation	\$ 2,400	\$ 529							\$ 2,400
Gas/Oil/Lubricants...use of County Vehicle	\$ 800	\$ 176							\$ 800
R/M equipment/vehicle	\$ 1,950	\$ 430							\$ 1,950
Educational Expenses-Staff trainings, sponsor Keep Charlotte Beautiful Bicycle Safety Message, registrations	\$ 3,000	\$ 662							\$ 3,000
Repair/maintenance - Building...i.e office reconfiguration	\$ 500	\$ 110							\$ 500
Perheral Equipment	\$ 1,000	\$ 221							\$ 1,000
<b>TASK TOTAL</b>	<b>\$ 394,579</b>	<b>\$ 87,026</b>							<b>\$ 394,579</b>
<b>Task 2: Data Collection, Analysis, and Mapping</b>									
<b>Personnel Services:</b>									
Salaries (100% PL), Benefits and Other Deductions	\$ 37,399	\$ 8,249							\$ 37,399
Consultant Services:	\$ -	\$ -							
<b>TASK TOTAL</b>	<b>\$ 37,399</b>	<b>\$ 8,249</b>							<b>\$ 37,399</b>
<b>Task 3: Public Participation Plan</b>									
<b>Personnel Services:</b>									
Salaries (100% PL), Benefits and Other Deductions	\$ 13,836	\$ 3,052							\$ 13,836
Consultant Services	\$ -	\$ -							
<b>TASK TOTAL</b>	<b>\$ 13,836</b>	<b>\$ 3,052</b>							<b>\$ 13,836</b>
<b>Task 4: Long Range Transportation Plan (LRTP)</b>									
<b>Personnel Services:</b>									
Salaries (100% PL), Benefits and Other Deductions	\$ 44,312	\$ 9,773							\$ 44,312
Consultant Services:	\$ -	\$ -							\$ -
<b>TASK TOTAL</b>	<b>\$ 44,312</b>	<b>\$ 9,773</b>							<b>\$ 44,312</b>
<b>Task 5: Transportation Improvement Program (TIP)</b>									
<b>Personnel Services:</b>									
Salaries (100% PL), Benefits and Other Deductions	\$ 32,810	\$ 7,236							\$ 32,810
Consultant Services:	\$ -	\$ -							\$ -
<b>TASK TOTAL</b>	<b>\$ 32,810</b>	<b>\$ 7,236</b>							<b>\$ 32,810</b>
<b>Task 6: Special Project Planning</b>									
<b>Personnel Services:</b>									
Salaries (100% PL), Benefits and Other Deductions	\$ 34,472	\$ 7,603							\$ 34,472
Consultant Services:	\$ -	\$ -							\$ -
<b>TASK TOTAL</b>	<b>\$ 34,472</b>	<b>\$ 7,603</b>							<b>\$ 34,472</b>
<b>Task 7: Regional Planning &amp; Coordination</b>									
<b>Personnel Services:</b>									
Salaries (100% PL), Benefits and Other Deductions	\$ 10,000	\$ 2,206							\$ 10,000
Consultant Services:	\$ -	\$ -							\$ -
<b>TASK TOTAL</b>	<b>\$ 10,000</b>	<b>\$ 2,206</b>							<b>\$ 10,000</b>
<b>Task 8: Transit &amp; Transportation Disadvantaged Planning</b>									
<b>Personnel Services:</b>									
Salaries (100% PL), Benefits and Other Deductions					\$ 70,747	\$ 23,842		\$ 7,074	\$ 101,663
Consultant Services: TDP Progress Report							\$ 50,545		\$ 50,545
<b>Travel: In accordance with 112.061, Florida Statutes.</b>									
Travel/Training MPO Staff/LCB Board Members					\$ 2,000			\$ 200	\$ 2,200
<b>Other Direct Costs:</b>									
Advertising Costs					\$ 1,500			\$ 150	\$ 1,650
Operating Supplies/Office Supplies					\$ 150			\$ 15	\$ 180
Registration					\$ 350			\$ 35	\$ 385
<b>TASK TOTAL</b>					<b>\$ 74,747</b>	<b>\$ 23,842</b>	<b>\$ 50,545</b>	<b>\$ 7,474</b>	<b>\$ 156,608</b>
<b>Task 9: Agency Expenditures with Local Funds</b>									
<b>Non-Reimbursable Expenses - Legislative Activities, promotional items, meeting refreshments, meals, mileage, operating expenses, memberships &amp; sponsorships</b>									
								\$ 3,500	\$ 3,500
<b>TASK TOTAL</b>								<b>\$ 3,500</b>	<b>\$ 3,500</b>
<b>Total Planning Funds</b>	<b>\$ 567,408</b>	<b>\$ 125,144</b>			<b>\$ 74,747</b>	<b>\$ 23,842</b>	<b>\$ 50,545</b>	<b>\$ 10,974</b>	<b>\$ 727,516</b>

\*\* FDOT uses transportation development credits (TDC) to satisfy the required 20% non-federal share (soft match).

Added Closeout of \$109,739 from FY 18/19 - FY 19/20 to FY 2022

Amended: July 19, 2021