

**CITY OF HELENA  
Greater Helena MPO Joint**

**Meeting TTAC**

**July 21, 2025 - 3:00 PM**

**Zoom Online Meeting: <https://us06web.zoom.us/j/85336314391>**

**(City/County Building Room 226)**

**Call to Order**

**Roll Call**

**Public Comment on the Agenda / General Public Comment**

- A. Comment in person.**
- B. Comment online.**

## **Agenda Items**

<b>Topic</b>	<b>Presenter</b>	<b>Time allotted</b>
<input type="checkbox"/> <b>MPO Project Updates</b> <ul style="list-style-type: none"><li>• City of Helena</li><li>• Lewis and Clark County</li><li>• City of East Helena</li><li>• Montana Department of Transportation</li><li>• MPO Manager</li></ul>	MPO Staff	3:00 – 3:10
<input type="checkbox"/> <b>MPO Transportation Plans Project Update</b>	Scott Randall (RPA)	3:10 – 3:20
<input type="checkbox"/> <b>MPO Public Participation Plan (PPP)</b> <ul style="list-style-type: none"><li>• Review of PPP</li><li>• Consider approval of draft PPP and post public for public comment (45 days)</li></ul>	Scott Randall (RPA)	3:20 – 3:35
<input type="checkbox"/> <b>Review revised MPO logos</b> <ul style="list-style-type: none"><li>• Consideration to recommend to TPCC</li></ul>	Scott Randall (RPA)	3:35 – 3:45
<input type="checkbox"/> <b>Review draft Federal Fiscal Year Unified Planning Work Program (FFY26 UPWP).</b> <ul style="list-style-type: none"><li>• Consider of approval for draft FFY26 UPWP and posting for public comment.</li></ul>	Ty Weingartner (MPO Manager)	3:45 – 4:10
<input type="checkbox"/> <b>TA Funding Update</b> <ul style="list-style-type: none"><li>• TA Applications due on August 01, 2025</li></ul>	Ty Weingartner (MPO Manager)	4:10 – 4:20

**Member Communications and Discussion Topics**

**Adjournment**

# Memorandum

<b>To:</b>	TTAC Members
<b>From:</b>	MPO Manager
<b>Subject:</b>	State Safety Performance Targets
<b>Meeting Date:</b>	July 21, 2025
<b>Agenda Item Type:</b>	301 Metropolitan Planning Area Plans
<b>Background</b>	<p>In June 2024, the entities within the Greater Helena Area MPO signed the Performance-Based Planning Measures and Targets Agreement. This agreement established that the MPO would support the Montana Department of Transportation's (MDT) targets for the relevant performance measures outlined in 23 CFR 490, which encompass safety, pavement, bridge condition, system performance, freight, and congestion mitigation as well as air quality.</p> <p>In 2025, the MDT commenced work on the 2025 update to the Comprehensive Highway Safety Plan (CHSP), a federally mandated Strategic Highway Safety Plan. This planning process creates a holistic, multi-agency framework aimed at enhancing safety for all road users across Montana's roadways. An Advisory Committee, consisting of subject matter experts from the four pillars of transportation safety—Education, Enforcement, Emergency Medical Services, and Engineering—was formed to guide this initiative.</p> <p>In July 2025, the Advisory Committee confirmed the updated safety performance targets for the state. Now, the state requires confirmation from all MPOs on their support for Montana's safety performance targets and the methodology used to determine them.</p>

### Regulatory Requirement

Per 23 CFR 490.209(c)(4)(i), MPOs must either:

- Support state safety targets by planning and programming contributing projects, OR
- Establish quantifiable targets for their metropolitan area

### Montana's Safety Performance Targets

All targets use a **3.7% annual reduction methodology** based on the Advisory Committee's **Zero Fatalities and Serious Injuries by 2050** goal (a straight-line reduction from 984 fatalities and serious injuries in 2023, to zero by 2050).

Performance Measures	Annual Reduction Per Year
Number of Fatalities	8
Fatality Rate	0.056*
Number of Serious Injuries	29
Serious Injury Rate	0.210*
Non-Motorized Fatalities and Serious Injuries	2

\*Fatality and Serious Injury Rates are defined per 100 MVT

Performance Measure	2020-2024 Baseline	2025 Targets	2026 Targets
Fatalities	216.2	213.4	205.4
Fatality Rate (per 100MVT)	1.638	1.546	1.124
Serious Injuries	759	737.4	750.0
Serious Injury Rate (per 100MVT)	5.746	5.487	5.503
Non-Motorized Fatalities & Serious Injuries	56.4	55.2	57.2

### Technical Notes:

- All measures based on 5-year rolling averages per 49 CFR 490.207
- FSI rates are rounded to nearest thousandth
- Targets for 2026 are higher than 2025 for serious injuries, serious injuries rate, and non-motorized fatalities & serious injuries target because 2024 preliminary data and 2025 and 2026 forecasted data for these measures are higher than 2023 final data.

	<b>Action Required:</b> Please confirm your MPO's support for these targets within the next two weeks (by 8/1).
<b>Recommendation</b>	The MPO Manager recommends the Greater Helena Area MPO supports these targets.
<b>Fiscal Effects:</b>	None
<b>TTAC Decision</b>	

# Memorandum

<b>To:</b>	TTAC Members
<b>From:</b>	MPO Manager
<b>Subject:</b>	Draft Public Participation Plan
<b>Meeting Date:</b>	July 21, 2025
<b>Agenda Item Type:</b>	102 Public Involvement and Service
<b>Background</b>	<p>The purpose of this Public Participation Plan (PPP) is to outline the strategies and procedures GHAMPO will use to ensure that all stakeholders, including the public, partner agencies, service providers, and underserved communities, have meaningful opportunities to participate in the transportation planning process. This plan promotes effective engagement and transparency throughout all planning activities by encouraging broad public involvement and integrating diverse perspectives into decision-making. It also ensures that GHAMPO meets all applicable federal and state public participation requirements (23 CFR § 450.316). While this PPP governs public involvement during the MPO's transportation planning processes, GHAMPO defers to the public involvement procedures of the lead agency responsible for project development and construction phases to ensure compliance with applicable requirements during those stages.</p> <p>The MPO's consultant, RPA, has prepared a draft PPP for the TTAC's review, suggesting that the document be made available for a 45-day public comment period</p>
<b>Recommendation</b>	<p>The MPO manager suggests that the TTAC approve the draft PPP for public comment. Additionally, the TTAC is encouraged to provide their feedback for any updates or modifications to the document. After the</p>

	45-day period, the MPO manager will gather all recommended changes for the TTAC to review in September.
<b>Fiscal Effects:</b>	None
<b>TTAC Decision</b>	





# Public Participation Plan



**DRAFT**

**June 27, 2025**

## TABLE OF CONTENTS

<b>Table of Contents</b>	<b>i</b>
Figures	i
<b>1.0 Introduction</b>	<b>1</b>
<b>2.0 Purpose</b>	<b>1</b>
<b>3.0 Partnerships</b>	<b>3</b>
<b>4.0 Organizational Structure</b>	<b>3</b>
<b>5.0 Required Planning Documents</b>	<b>2</b>
<b>6.0 Public Participation Strategy</b>	<b>4</b>
6.1. Values of Public Participation	4
6.2. Framework for Public Participation	5
6.3. Engagement Tools	8
6.4. Public Notification and Access	9
<b>7.0 Compliance with Federal Regulations</b>	<b>10</b>
<b>8.0 Evaluation</b>	<b>10</b>
<b>References</b>	<b>11</b>

## FIGURES

Figure 1: Greater Helena Area MPO Boundary	2
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# Public Participation Plan

## 1.0 INTRODUCTION

The Helena area was designated as a metropolitan area following the 2020 Census, when its population surpassed 50,000—triggering a federal requirement to establish a Metropolitan Planning Organization (MPO). In response, a coalition of regional partners, including the City of Helena, City of East Helena, Lewis and Clark County, and the Montana Department of Transportation (MDT), formed the Greater Helena Area Metropolitan Planning Organization (GHAMPO).

An MPO is a federally required planning entity (49 U.S.C. 5303(d)) composed of local governments working collaboratively to coordinate transportation planning for a metropolitan region. While MPO status does not directly provide additional transportation funding, it can provide more direct access to federal funds and enhances regional coordination across jurisdictions and modes.

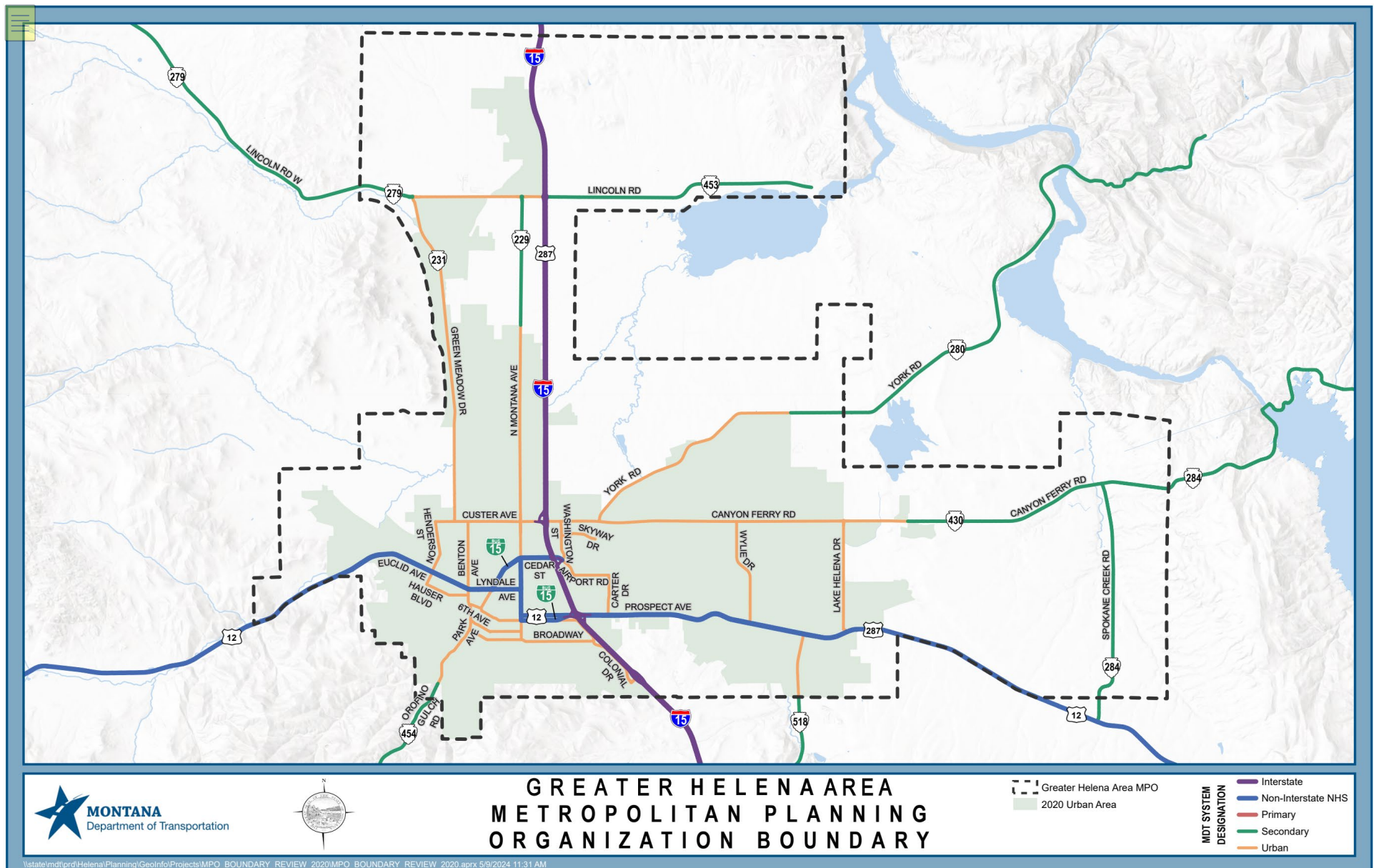
GHAMPO leads transportation planning efforts within the Metropolitan Planning Area (MPA), as shown in **Figure 1**. It connects local governments, transportation agencies, and the public to plan and prioritize projects that improve multimodal mobility, support economic vitality, increase safety and security of the transportation system, improve access, enhance quality of life, strengthen connectivity, increase system resiliency and reliability, promote efficiency, enhance travel and tourism, and preserve existing infrastructure.

## 2.0 PURPOSE

The purpose of this *Public Participation Plan* (PPP) is to outline the strategies and procedures GHAMPO will use to ensure that all stakeholders, including the public, partner agencies, service providers, and underserved communities, have meaningful opportunities to participate in the transportation planning process. This plan promotes effective engagement and transparency throughout all planning activities by encouraging broad public involvement and integrating diverse perspectives into decision-making. It also ensures that GHAMPO meets all applicable federal and state public participation requirements (23 CFR § 450.316). While this PPP governs public involvement during the MPO's transportation planning processes, GHAMPO defers to the public involvement procedures of the lead agency responsible for project development and construction phases to ensure compliance with applicable requirements during those stages.

The PPP provides a framework to:

- Encourage inclusive public involvement across a wide range of participants.
- Promote transparency and responsiveness in transportation decision-making.
- Ensure compliance with relevant federal and state regulations.



### Figure 1: Greater Helena Area MPO Boundary

### 3.0 PARTNERSHIPS

GHAMPO builds and maintains collaborative relationships with federal, state, and local partners to support a coordinated, region-wide approach to transportation planning. These partnerships are formalized through the following agreements:

- An **Interlocal Agreement**<sup>1</sup> (2024) between the City of Helena, City of East Helena, and Lewis and Clark County, facilitates the creation of an MPO by outlining how the MPO will be funded and administered. The agreement outlines a framework for regional transportation planning and decision-making by detailing how the local entities will cooperate and coordinate their efforts.
- A **Memorandum of Agreement**<sup>2</sup> (2024), signed by the three local governments and MDT, formally establishing GHAMPO and its governance structure and roles. It also outlines the agency's commitment to carrying out the federally required continuing, comprehensive, and cooperative (3-Cs) transportation planning process.

Together, these and other related agreements ensure GHAMPO operates in alignment with federal and state planning requirements, facilitates the effective use of Planning (PL) funds, and supports transparent coordination across all member agencies.

### 4.0 ORGANIZATIONAL STRUCTURE

GHAMPO is governed by a two-tiered committee structure designed to ensure both policy-level oversight and informed technical input. All committee meetings are open to the public, with agendas, minutes, and supporting materials posted on the GHAMPO website.<sup>3</sup>

#### **TRANSPORTATION POLICY COORDINATING COMMITTEE (TPCC)**

The TPCC is GHAMPO's official decision-making body and manages the executive functions of the metropolitan transportation planning process. It provides policy guidance, approves major plans and programs, and ensures coordination across member agencies. The committee includes voting and non-voting members representing local, state, and federal transportation interests, as outlined in the TPCC bylaws.<sup>4</sup>

The TPCC meets on an as-needed basis, but no less than three times per year, typically on a quarterly schedule. Meetings are held in Conference Room 226 at the City/County Building and remotely via Zoom.

#### **TRANSPORTATION TECHNICAL ADVISORY COMMITTEE (TTAC)**

The TTAC is GHAMPO's technical advisory body, composed of subject matter experts from local, state, and federal agencies. It supports the TPCC by providing technical guidance and recommendations to inform transportation planning decisions. Membership includes representatives from public works, planning, transit, education, emergency services, advocacy groups, and other relevant sectors, as defined in the TTAC bylaws.<sup>5</sup>

TTAC meetings are held monthly on the third Monday at 3:00 PM, in Conference Room 226 (City/County Building) and remotely via Zoom.

## 5.0 REQUIRED PLANNING DOCUMENTS

GHAMPO is federally mandated to prepare the following transportation planning documents, in accordance with 49 U.S.C. 5303(c). Public input opportunities will be offered for each required document. GHAMPO values community feedback and will thoughtfully review all comments received. Depending on the nature of the comment, GHAMPO may respond through various means, including direct communication with the commenter, posting formal responses on the MPO website, incorporating comments and responses into the final document, or creating a dedicated webpage to address frequently asked questions.

In addition to the adoption of these core documents, GHAMPO may periodically amend or modify them to reflect changes in priorities, funding, project scope, or regulatory requirements. Amendments typically involve significant changes, such as adding new projects, altering funding amounts, or modifying the project schedule, and will include appropriate public notice, comment opportunities, and review by relevant committees. Administrative modifications, which are minor changes that do not significantly alter the intent or scope of a document, may be processed without a formal public comment period but will be documented and made publicly available for transparency purposes.

### **LONG RANGE TRANSPORTATION PLAN (LRTP)**

- **Purpose:** Provides a framework for future regional transportation, including identifying and prioritizing improvement projects.
- **Updates:** Every five years (four years for air quality nonattainment areas)
- **Time Horizon:** At least 20 years.
- **Public Review Period:** 30 days prior to adoption by TPCC.

### **TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

- **Purpose:** Enables scheduling of federal funds for surface transportation projects, aligning them with short-term priorities for the area.
- **Updates:** Every four years.
- **Time Horizon:** Five years.
- **Public Review Period:** Minimum of 14 days prior to adoption by TPCC.

### **UNIFIED PLANNING WORK PROGRAM (UPWP)**

- **Purpose:** Defines the annual transportation planning activities to be conducted within the MPA, including a funding summary.
- **Updates:** Every year.
- **Time Horizon:** One year.
- **Public Review Period:** Minimum of 14 days prior to adoption by TPCC.

**PUBLIC PARTICIPATION PLAN (PPP)**

- **Purpose:** Establishes a framework for public engagement.
- **Updates:** As needed.
- **Time Horizon:** No expiration date.
- **Public Review Period:** 45 days prior to adoption by TPCC.

**ANNUAL LISTING OF OBLIGATED PROJECTS**

The MPO will publish an annual list of transportation projects for which federal funds were obligated by MDT. This list includes all federally funded projects within the metropolitan planning area, including, but not limited to, roadway improvements, bridge repairs or replacements, public transit investments, safety enhancements, and bicycle and pedestrian infrastructure. This list is provided for informational purposes only and is not subject to a public review or commenting period requirement.

## 6.0 PUBLIC PARTICIPATION STRATEGY

GHAMPO is dedicated to fostering meaningful public involvement in regional transportation planning through the PPP. This document establishes a framework and strategies for fostering effective engagement and ensuring transparency across all planning activities. By encouraging public participation, the PPP provides opportunities for all stakeholders to contribute, integrating diverse perspectives into the decision-making process. In special or unforeseen circumstances, such as expedited timelines, emergency actions, or procedural adjustments, GHAMPO will follow the public participation procedures outlined in the TTAC and TPCC bylaws to ensure appropriate and consistent engagement.

### 6.1. VALUES OF PUBLIC PARTICIPATION

Public participation is essential to meaningful and effective regional transportation planning. GHAMPO embraces the following core values to guide staff, consultants, and contractors in fostering inclusive, thoughtful, and transparent community engagement:

- **Purposeful Engagement:** Public participation brings thought and purpose to planning. Community input adds depth and meaning to transportation decisions and helps preserve the region's identity, values, and long-term prosperity.
- **Open Participation:** GHAMPO believes that the strength of a community lies in the variety of experiences and viewpoints its members bring. We are dedicated to fostering an environment where all individuals, regardless of background, language, ability, or identity, feel welcome to participate and have their voice heard.
- **Transparency and Trust:** GHAMPO is committed to open communication throughout the planning process. We provide clear, timely information and maintain public records of all participation activities to demonstrate how input influences decisions and to build lasting public trust.
- **Collaboration and Shared Knowledge:** Partnering with the community strengthens transportation planning by incorporating local insights, lived experience, and diverse expertise into the decision-making process.
- **Accountability and Responsiveness:** Public involvement aligns MPO actions with the community's priorities and strengthens decision-making. Early engagement helps identify potential issues early on and encourages innovative approaches to complex transportation challenges.
- **Adaptability and Innovation:** GHAMPO is dedicated to improving participation by evaluating public feedback and exploring new tools, platforms, and outreach strategies to keep engagement relevant, inclusive, and effective.



## 6.2. FRAMEWORK FOR PUBLIC PARTICIPATION

GHAMPO uses the International Association for Public Participation (IAP2) Spectrum of Participation<sup>6</sup> as the guiding framework for the PPP. The IAP2 Spectrum delineates five distinct levels of public participation—Inform, Consult, Involve, Collaborate, and Empower—each representing a progressively greater influence the public has on decision-making. The appropriate level of participation is determined based on the nature, scale, and potential impact of a given project or planning effort. This framework promotes best practices in public participation, helping ensure that planning outcomes are better informed, more transparent, and aligned with community values.

### **INFORM**

**Goal:** Provide stakeholders with balanced and objective information to enhance their understanding of transportation issues, alternatives, and solutions.

**Promise to the Public:** *"We will keep you informed."*

**Application:** Used when the goal is to provide the public with balanced, objective information to help them understand the issue, alternatives, or decisions. This level is appropriate for routine updates, data sharing, or when decisions are technical or time-sensitive with limited room for change.

**Applicable Plans and Activities:** Annual Listing of Obligated Projects, Final Versions of Required Planning Documents (e.g., LRTP, TIP, UPWP, PPP), Interim Technical Reports/Memoranda, Performance Measure Reporting, Public Notices and Meeting Announcements, Educational Materials (e.g., Fact Sheets, Website Content)

#### **Tools and Processes:**

- Website updates
- Newsletters/Fact sheets
- Press releases
- Media outreach
- Social media campaigns
- Email blasts

### **CONSULT**

**Goal:** Obtain public feedback on analysis, issues, alternatives, and decisions.

**Promise to the Public:** *"We will listen to and acknowledge your concerns."*

**Application:** Appropriate when public feedback is sought to inform decision-making, such as during the development of draft plans or policies. While the final decision remains with GHAMPO, public input is actively considered.

**Applicable Plans and Activities:** Draft Versions of Required Planning Documents for Public Review (e.g., LRTP, TIP, UPWP, PPP), Draft Versions of Corridor/Subarea Studies, Non-Motorized Plans, Policies, etc., Surveys and Online Commenting Tools

**Tools and Processes:**

- Public comment periods
- Surveys and questionnaires
- Public meetings
- Interactive maps
- Feedback forms

**INVOLVE**

**Goal:** Work with the public throughout the process to ensure that public concerns and aspirations are considered and understood.

**Promise to the Public:** *"We will work with you to ensure your concerns and aspirations are reflected in the decisions made."*

**Application:** Appropriate when public input has a direct influence on the process. Stakeholders are engaged throughout the project to ensure their concerns and needs are consistently understood and considered.

**Applicable Plans and Activities:** Workshops/Open Houses During Early Plan Development Stages, Land Use Forecasting Workshops, Scenario Planning Workshops, Stakeholder Interviews or Focus Groups

**Tools and Processes:**

- Community advisory panels
- Public forums
- Town halls
- Open houses
- Focus groups/Workshops
- Stakeholder meetings
- Site visits
- Walking/biking tours or audits
- Online discussion boards

**COLLABORATE**

**Goal:** Partner with the public in each aspect of the decision, including developing alternatives and identifying the preferred solution.

**Promise to the Public:** *"We will look to you for advice and innovation and will incorporate this in decisions as much as possible."*

**Application:** Employed when GHAMPO partners with stakeholders in each aspect of the decision-making process, including developing alternatives and identifying preferred solutions. This level is appropriate for complex or controversial projects where shared decision-making lead to stronger outcomes and is especially useful when multiple jurisdictions or agencies have joint responsibility, requiring coordinated efforts and consensus-building.

**Applicable Plans and Activities:** LRTP Visioning and Goal Setting, Development of Regional Active Transportation Plans or Climate Action Plans, Interagency Coordination on TIP and UPWP Development, Advisory Committees (e.g., Bicycle/Pedestrian, Transit)

**Tools and Processes:**

- Joint planning committees
- Collaborative workshops
- Consensus-building activities
- Participatory decision-making
- Partnership agreements

**EMPOWER**

**Goal:** Place final decision-making in the hands of the public.

**Promise:** *"We will implement what you decide."*

**Application:** Used in rare cases when final decision-making is placed in the hands of the public, such as through referendums, community votes, or citizen advisory boards with the authority to make binding decisions on specific aspects of a project, such as determining how to allocate a portion of transportation funding.

**Applicable Plans and Activities:** Very rarely used by MPOs, potentially for community-led planning grants, mini-grant programs, or adoption of community-generated project concepts through competitive selection.

**Tools and Processes:**

- Ballot measures
- Citizen-led initiatives

### 6.3. ENGAGEMENT TOOLS

GHAMPO employs a variety of tools and methods to inform, involve, and engage the public throughout the transportation planning process. Each strategy is designed to increase accessibility, transparency, and inclusivity:

- **Website:** Provides access to meeting notices, planning documents, project updates, and information about MPO activities through the MPO website or BeHeardHelena.com.
- **Email Lists:** Sends regular updates directly to interested stakeholders, maintaining consistent communication throughout planning processes.
- **Social Media:** Shares updates, engagement opportunities, and events via platforms such as Facebook, Instagram, X, and YouTube; partners may be asked to share content to expand reach.
- **Visuals:** Uses maps, infographics, and other visualization tools to present complex information in a clear and engaging format.
- **Surveys and Questionnaires:** Collects public input on transportation needs and priorities through web-based surveys.
- **Technology-Driven Tools:** Leverages tools such as crowdsourcing platforms and interactive maps to increase participation and gather location-specific feedback.
- **News and Notifications:** Sends alerts and updates about upcoming meetings, events, and opportunities for public involvement through multiple channels including print (newspaper), television, and radio.
- **Public Meetings:** Hosts in-person and virtual meetings in accessible, ADA-compliant venues to encourage broad participation.
- **Workshops and Charrettes:** Facilitates small-group or hands-on activities that allow participants to engage more deeply with planning concepts and contribute detailed feedback.
- **Targeted Outreach:** Conducts focused engagement efforts with community members and stakeholders, including minority groups.
- **Embedded Involvement:** Attends existing community meetings or events to present updates and gather feedback in familiar, established settings.
- **Advisory Panels/Groups:** Convenes temporary, project-specific groups to provide input at key milestones for major plans and studies, such as the LRTP.

## 6.4. PUBLIC NOTIFICATION AND ACCESS

GHAMPO is committed to providing timely, accessible, and inclusive information to ensure that all community members—regardless of location, language, or ability—have meaningful opportunities to participate in the transportation planning process.

- **Public Notices:** Public participation opportunities, including meetings, comment periods, and special events, are announced at least 48 hours in advance (excluding weekends) via the MPO website. When possible, GHAMPO aims to provide more than the minimum required notice, particularly for high-profile plans or decisions. Notices include relevant dates, times, locations (or virtual links), agendas, and information on how the public can participate or submit comments.
- **Online and In-Person Meetings:** GHAMPO committee meetings are held in-person with a remote, online option available to increase accessibility for individuals who may face transportation, scheduling, or geographic barriers. Occasional in-person meetings are also held at ADA-compliant facilities to maintain a hybrid approach that supports flexibility and inclusion. All meetings are open to the public, and members of the community are encouraged to attend, observe, and provide input.
- **Language Access:** GHAMPO is committed to ensuring meaningful access and participation for all community members. Interpretation services are available upon request for public meetings and engagement events, including support for individuals with limited English proficiency. Additionally, upon request, GHAMPO will provide appropriate aids and services for effective communication to qualified individuals with disabilities, including qualified sign language interpreters, documents in Braille, or other formats that ensure accessibility for people with speech, hearing, or vision impairments.
- **ADA and Disability Access:** GHAMPO ensures that public meetings, materials, and online engagement platforms comply with the *Americans with Disabilities Act*. Meeting locations are ADA-accessible, and accommodations or alternative formats are available upon request. Online content follows best practices for screen reader compatibility and digital accessibility as appropriate.
- **Broad Access:** GHAMPO makes special efforts to reach individuals and communities who may face barriers to participation, including rural residents, seniors, youth, transit-dependent individuals, and historically underserved populations. By employing multiple notification formats, GHAMPO ensures that information is distributed widely across the region.

## 7.0 COMPLIANCE WITH FEDERAL REGULATIONS

This PPP complies with the requirements outlined in 23 CFR 450.316, ensuring that all interested parties have reasonable opportunities to be involved in the metropolitan transportation planning process. This includes providing adequate public notice, timely access to information, employing visualization techniques, holding public meetings at convenient and accessible locations and times, and seeking out and considering the needs of those traditionally underserved by existing transportation systems.

For more information or to provide feedback, please contact the MPO Manager, Ty Weingartner, at:

- **Mail:** 316 N Park Ave, Helena, MT 59623
- **Phone:** (406) 447-8406
- **Email:** [tweingartner@helenamt.gov](mailto:tweingartner@helenamt.gov)
- **Website:** [www.greaterHelenaMPO.com](http://www.greaterHelenaMPO.com)

By adhering to these principles and strategies, GHAMPO aims to foster inclusive, transparent, and meaningful public involvement in shaping the region's transportation future.

## 8.0 EVALUATION

GHAMPO periodically reviews the PPP to monitor the effectiveness of the procedures outlined in this document. Following evaluation of the outputs and outcomes of the PPP, GHAMPO may revise these procedures to incorporate new and innovative ways to involve the public and ensure a full and open participation process.



## REFERENCES

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- <sup>1</sup> Lewis and Clark County, City of Helena, City of East Helena, Interlocal Agreement for Transportation Planning Services, June 18, 2024, [https://www.helenamt.gov/files/assets/helena/v/1/government/departments/transportation/mpo/documents/interlocal-agreement\\_final\\_signed\\_ghampo-1.pdf](https://www.helenamt.gov/files/assets/helena/v/1/government/departments/transportation/mpo/documents/interlocal-agreement_final_signed_ghampo-1.pdf)
- <sup>2</sup> Lewis and Clark County, City of Helena, City of East Helena, Montana Department of Transportation, Memorandum of Agreement for the Greater Helena Area Metropolitan Transportation Planning Process, June 20, 2024, [https://www.helenamt.gov/files/assets/helena/v/1/government/departments/transportation/mpo/documents/3-c-agreement\\_ghampo\\_signed-1.pdf](https://www.helenamt.gov/files/assets/helena/v/1/government/departments/transportation/mpo/documents/3-c-agreement_ghampo_signed-1.pdf)
- <sup>3</sup> City of Helena, Metropolitan Planning Organization, 2025, <https://www.helenamt.gov/Departments/Transportation-Systems/Metropolitan-Planning-Organization>
- <sup>4</sup> Lewis and Clark County, City of Helena, City of East Helena, Montana Department of Transportation, Bylaws of the Greater Helena Area Metropolitan Planning Organization Transportation Policy Coordinating Committee, July 16, 2024, [https://www.helenamt.gov/files/assets/helena/v/1/government/city-commission/boards-and-committees/mpo/tpcc/ghampo\\_tpcc-bylaws.pdf](https://www.helenamt.gov/files/assets/helena/v/1/government/city-commission/boards-and-committees/mpo/tpcc/ghampo_tpcc-bylaws.pdf)
- <sup>5</sup> Lewis and Clark County, City of Helena, City of East Helena, Montana Department of Transportation, Bylaws of the Greater Helena Area Metropolitan Planning Organization Transportation Technical Advisory Committee, July 16, 2024, [https://www.helenamt.gov/files/assets/helena/v/1/government/city-commission/boards-and-committees/mpo/ttac/ghampo\\_ttac-bylaws.pdf](https://www.helenamt.gov/files/assets/helena/v/1/government/city-commission/boards-and-committees/mpo/ttac/ghampo_ttac-bylaws.pdf)
- <sup>6</sup> IAP2, Spectrum of Public Participation, 2024, [https://cdn.ymaws.com/www.iap2.org/resource/resmgr/pillars/iap2\\_spectrum\\_2024.pdf](https://cdn.ymaws.com/www.iap2.org/resource/resmgr/pillars/iap2_spectrum_2024.pdf)

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*The City of Helena is committed to providing access to persons with disabilities for its meetings, in compliance with Title II of the Americans with Disabilities Act and the Montana Human Rights Act. The City will not exclude persons with disabilities from participation at its meetings or otherwise deny them the City's services, programs, or activities.*

*Persons with disabilities requiring accommodations to participate in the City's meetings, services, programs, or activities should contact the City's ADA Coordinator, Ellie Ray, as soon as possible to allow sufficient time to arrange for the requested accommodation, at any of the following:*

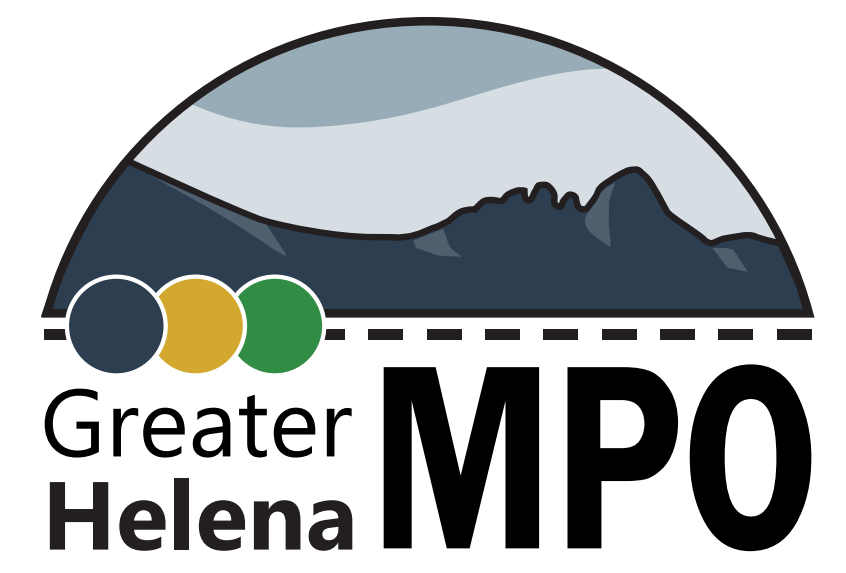
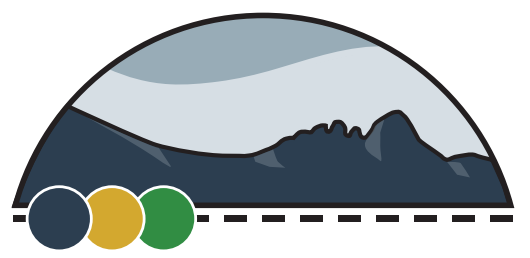
- Phone: [\(406\) 447- 8490](tel:(406)447-8490)
- TTY Relay Service [1-800-253-4091](tel:1-800-253-4091) or [711](tel:711)
- Email: [citycommunitydevelopment@helenamt.gov](mailto:citycommunitydevelopment@helenamt.gov)

# Memorandum

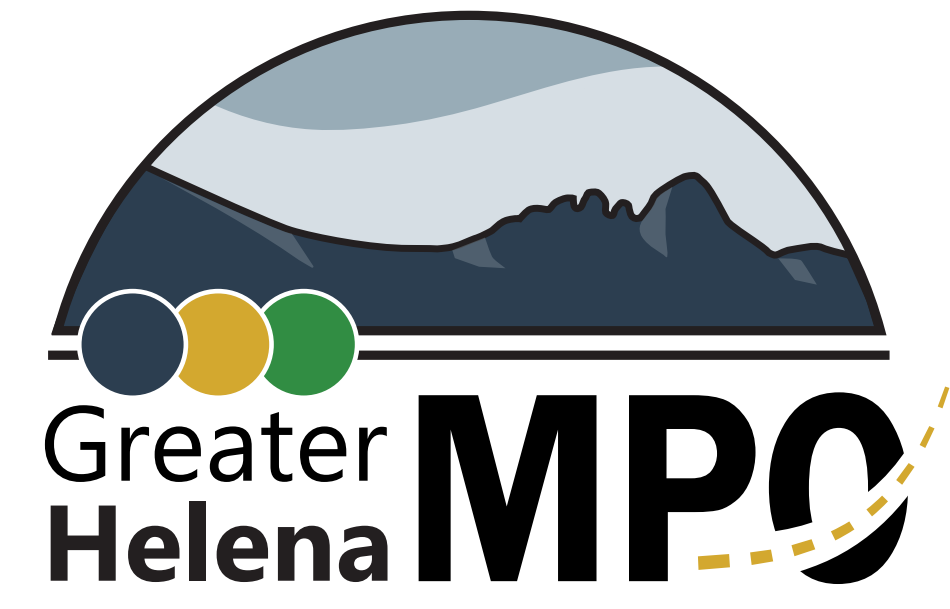
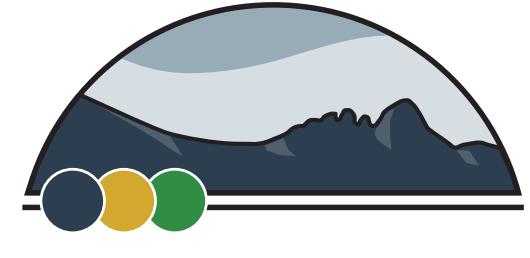
<b>To:</b>	TTAC Members
<b>From:</b>	MPO Manager
<b>Subject:</b>	Logos for the Greater Helena MPO
<b>Meeting Date:</b>	July 21, 2025
<b>Agenda Item Type:</b>	102 Public Involvement and Service
<b>Background</b>	<p>Having a logo is crucial for a Metropolitan Planning Organization (MPO) as it serves as a visual representation of the organization's identity and mission. A well-designed logo not only enhances brand recognition but also fosters trust and credibility among stakeholders, including government entities, community members, and funding sources. It acts as a unifying emblem for various initiatives and projects, helping to communicate the MPO's commitment to effective transportation planning and community engagement. Additionally, a distinctive logo can facilitate outreach efforts, making information about programs and services more accessible and engaging to the public. Ultimately, an MPO's logo is a vital tool for establishing a cohesive presence in the community and promoting its goals and objectives.</p> <p>In partnership with staff members from Lewis and Clark County and the City of Helena, the MPO's consultants have updated three logos for the Transportation Technical Advisory Committee (TTAC) to consider. These logos aim to represent the MPO area effectively while incorporating colors from the municipalities involved. The designs are intended to be more than just visual symbols; they also seek to clearly inform the public about the MPO's purpose and its commitment to enhancing transportation planning and community engagement. By aligning the logos with local identities and the mission of the MPO, the updates will help foster a stronger connection with the community.</p>

<b>Recommendation</b>	The MPO manager recommends that the TTAC put forward their favorite logo to the TPCC, along with a rationale for their choice. If the group struggles to reach a consensus on one particular logo, the MPO manager suggests that the TTAC outline the advantages and disadvantages of each option to aid the TPCC in making the final decision.
<b>Fiscal Effects:</b>	None
<b>TTAC Decision</b>	

1.



2.



3.



# Memorandum

<b>To:</b>	TTAC Members
<b>From:</b>	MPO Manager
<b>Subject:</b>	Federal Fiscal Year 2026 Unified Work Planning Program (FFY26 UPWP)
<b>Meeting Date:</b>	July 21, 2025
<b>Agenda Item Type:</b>	Work Program 101 UPWP
<b>Background</b>	<p>The Metropolitan Planning Organization (MPO) is required to submit the Federal Fiscal Year 2026 Unified Planning Work Program (FFY26 UPWP) for review by the end of August 2025. This document will encompass all planning activities undertaken by the MPO from October 1, 2026, to September 30, 2027.</p> <p><b>Summary of the FFY26 UPWP:</b> The draft version of the MPO's second UPWP closely resembles the FFY25 UPWP. As work on the MPO's three strategic planning documents commenced in June 2026, a significant portion of the Planning Funds (PL Funds) will be allocated to the ongoing development of the Comprehensive Safety Action Plan (CSAP) and the Long-Range Transportation Plan (LRTP). Furthermore, a substantial allocation of PL Funds is linked to the MPO Manager and the distribution of time dedicated to each work element outlined in the UPWP.</p> <p>The MPO will also integrate its inaugural allotment of Transit 5303 funds within the FFY26 UPWP. These funds will be utilized to engage a consultant tasked with the creation of a Transit Asset Management Plan, a Transit Development Plan, and a Transit Improvement Plan.</p> <p><b>PL Funds:</b></p> <ul style="list-style-type: none"><li>• MPO Manager = \$128,419.20</li><li>• Non-Personnel = \$11,510.00</li></ul>



	<ul style="list-style-type: none"> <li>• LRTP = \$310,496.95</li> <li>• CSAP = \$39,830.52</li> </ul> <p><b>Transit 5303:</b></p> <ul style="list-style-type: none"> <li>• Transit Asset = \$19,8547.43</li> <li>• Transit Development = \$32,560.05</li> <li>• TIP = \$9,846.22</li> </ul> <p>For a detailed breakdown of the draft PL Funds allocation, please refer to Appendix A.</p>
<b>Recommendation</b>	The MPO Manager recommends the approval of the FFY26 Draft UPWP.
<b>Unresolved Issues:</b>	N/A
<b>Alternatives:</b>	<p>The MPO may decide to allocate additional PL Funds for the following:</p> <ul style="list-style-type: none"> <li>• Short-Term Traffic Counters = \$715.00/device</li> <li>• Consulting Fee to perform Traffic Counts for the MPO =N/A</li> </ul>
<b>Fiscal Effects:</b>	<ul style="list-style-type: none"> <li>• \$490,256.67 in Planning Funds (PL Funds)</li> <li>• \$62,253.70 in Transit 5303 Funds</li> </ul>

<b>FFY26 PLANNING Funds: \$931,059.80</b>							
<b>Work Program Element</b>	<b>MPO Manager Hours</b>	<b>MPO Manager PL Allotment</b>	<b>Additional PL Funding Sources</b>	<b>Additional PL Allotment</b>	<b>Total FFY26 PL Funding</b>	<b>FFY25 PL Allotment Comparison</b>	<b>FFY25 MPO Manager Hours</b>
100 Program Administration	772	\$47,663.28	Non- Personnel	\$11,510.00	\$59,173.28	\$62,165.52	848
101 UPWP	108	\$6,667.92	N/A	0	\$6,667.92	\$6,667.92	108
102 Public Involvement and Service	108	\$6,667.92	N/A	0	\$6,667.92	\$27,667.92	108
300 - Long Range Transportation Plan	772	\$47,663.28	Consultant	\$310,496.95	\$358,160.23	\$96,983.20	680
301 Metropolitan Planning Area Transportation Plans	200	\$12,348.00	Consultant	\$39,830.52	\$52,178.52	\$22,348.00	200
302 Transportation Data	80	\$4,939.20	N/A	\$0.00	\$4,939.20	\$4,939.20	80
600 Transportation Improvement Plan	40	\$2,469.60	N/A	\$0.00	\$2,469.60	\$3,457.44	56
700 Air Quality	0	\$0.00	N/A	\$0.00	\$0.00	\$0.00	0
<b>Totals:</b>	<b>2080</b>	<b>\$128,419.20</b>		<b>\$361,837.47</b>	<b>\$490,256.67</b>	<b>\$224,229.20</b>	<b>2080</b>
900 Reserve	0	\$0.00	N/A	\$0.00	\$440,803.13	\$538,312.80	\$0.00

<b>FFY26 TRANSIT 5303 Funds: \$170,369.00</b>							
<b>Work Program Element</b>	<b>Staff Hours</b>	<b>Hours Allotment</b>	<b>Additional 5303 Funding Sources</b>	<b>Additional 5303 Allotment</b>	<b>Total FFY26 5303</b>	<b>FFY53 5303 Allotment</b>	<b>FFY25 Staff Hours</b>
44.21.00 Program Support & Administration							
01-Transit System Management	0	\$0.00	Consultant	\$19,847.43	\$19,847.43	\$0.00	0
44.24.00 Short Range Transportation Funding							
01 - Transit Development Plan (TDP)	0	\$0.00	Consultant	\$32,560.05	\$32,560.05	\$0.00	0
02 - Future Service Analysis and Enhancement	0	\$0.00	N/A	\$0.00	\$0.00	\$0.00	0
03 - Current Service Analysis and Enhancement	0	\$0.00	N/A	\$0.00	\$0.00	\$0.00	0
44.25.00 Transportation Improvement Program							
01 - TIP	0	\$0.00	Consultant	\$9,846.22	\$9,846.22	\$0.00	0
44.27.00 Other Activities							
01 - Implementation of the ADA	0	\$0.00	N/A	\$0.00	\$0.00	\$0.00	0
<b>Totals:</b>	<b>0</b>	<b>\$0.00</b>		<b>\$62,253.70</b>	<b>\$62,253.70</b>	<b>\$0.00</b>	<b>0</b>
Reserve					\$108,115.30	\$0.00	0
<b>PL Funds</b>			<b>Transit 5303</b>				
<b>FFY25 Reserve Funding:</b>	\$538,312.80		<b>FFY25</b>	\$84,314.00			
<b>FFY26 PL Allotment:</b>	\$392,747.00		<b>FFY26</b>	\$86,055.00			
<b>Total:</b>	<b>\$931,059.80</b>		<b>Total:</b>	<b>\$170,369.00</b>			

# Unified Planning Work Program (UPWP)

## Federal Fiscal Year 2026

(October 1, 2025 – September 30, 2026)

Prepared by:

Greater Helena Area Metropolitan Planning Organization

In cooperation with

City of Helena, Montana

City of East Helena, Montana

County of Lewis and Clark, Montana

Montana Department of Transportation

Federal Highway Administration

Federal Transit Administration

Approved by:

TTAC:

TPCC:

MDT:

FHWA/FTA:

The preparation of this report has been financed in part through grant[s] from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the State Planning and Research Program, Section 505 [or Metropolitan Planning Program, Section 104(d)] of Title 23, U.S. Code. The format for this work program conforms to Federal Transit Administration (FTA) Chapter 2 Part 4 of FTA Circular 8100.1D. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation.

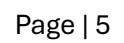
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## Table of Contents

SECTION 1 - INTRODUCTION .....	2
Abbreviations & Acronyms Used in the Work Program .....	6
The Work Program and Its Purpose .....	8
Federal Guidance.....	8
Performance Measures .....	9
Safe and Accessible Transportation Options (SATO) .....	10
Public Involvement .....	11
SECTION 2 – WORK PROGRAM .....	12
Program Support and Administration .....	12
100    Program Administration .....	12
101    Unified Planning Work Program (UPWP).....	15
102    Public Involvement and Service .....	16
Long Range Planning – System Level .....	18
300    Long Range Transportation Plan .....	18
301    Metropolitan Planning Area Transportation Plans .....	20
302    Transportation Data .....	22
Transportation Improvement Program (TIP).....	23
600    Transportation Improvement Program (TIP).....	23
Other Activities .....	25
900    Reserve .....	25
SECTION 3 – FUNDING.....	26
Funding Summary .....	26
Funding Comparisons .....	26
Funding Percentages.....	26
Staff Months Worked.....	27
Eligible Safe and Accessible Transportation Options Planning Activities .....	27
SECTION 4 – INDIRECT COST PLAN .....	28
Identification of Costs .....	28
Funding Sources .....	28
SECTION 5 – TRANSIT.....	29
44.21.00 Program Support & Administration .....	29
01    Transit System Management.....	29



44.24.00 Short Range Transportation Planning.....	31
01 Transit Development Plan.....	31
02 Future Service Analysis and Enhancement.....	32
03 Current Service Enhancement .....	33
44.25.00 Transit Improvement Program .....	35
01 Transit Improvement Program.....	35
44.27.00 Other Activities.....	36
01 Implementation of the ADA.....	36
Transit Funding .....	38
APPENDIX A – PUBLIC COMMENTS RECIEVED .....	40



## SECTION 1 – INTRODUCTION

### Abbreviations & Acronyms Used in the Work Program

ADA	Americans with Disabilities Act
CMB	Chemical Mass Balance
CMAQ	Congestion Mitigation Air Quality
CTSP	Community Transportation Safety Plan
DEQ	Montana Department of Environmental Quality
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY/FFY	Fiscal Year/Federal Fiscal Year. The local and state government fiscal year runs from July 1 - June 30. The Federal fiscal year runs from October 1 - September 30.
FAST Act	Fixing America's Surface Transportation Act or FAST Act. The five-year surface transportation bill signed by President Obama on December 4, 2015. The new law replaces the previous act known as Moving Ahead for Progress in the 21st Century, or MAP-21.
GHAMPO	Greater Helena Area Metropolitan Planning Organization
GIS	Geographic Information System
IIJA	Infrastructure Investment and Jobs Act (IIJA) was Passed by Congress on November 15, 2021, authorizing funding for Federal transportation programs for the five-year period from 2022-2026.
LCPH	Lewis and Clark Public Health
L RTP	The Long-Range Transportation Plan is the 20-year planning document for the Greater Helena Area Metropolitan Planning Area. The MPO updates the L RTP every five years through an extensive consultation process to address multimodal transportation needs and investments.
MDT	Montana Department of Transportation
MPO	Metropolitan Planning Organization is the agency designated by Federal law to administer the federally required transportation planning process in a metropolitan area. An MPO must be in place in every urbanized area with a population of 50,000 or greater. The MPO is responsible for the L RTP and the Transportation Improvement Program (TIP). The MPO is the coordinating agency for grants, billings, and policy-making for transportation.
NTD	National Transit Database
PL	PL funds are those available for MPOs to carry out the metropolitan transportation planning process required by 23 USC §134, including the development of metropolitan area transportation plans and transportation improvement programs. Apportionments of PL funds are addressed in 23 USC §104(f).
PPP	Public Participation Plan - is a document developed by a Metropolitan Planning Organization (MPO) to outline how the public will be involved in the transportation planning process. It ensures that the public has opportunities to provide input on transportation plans and projects. The PPP is a requirement for all MPOs and is designed to promote transparency and collaboration in transportation decision-making.
PIP	Public Involvement Plan - This document is developed in accordance with the Federal Highway Administration's approved Public Participation Plan for the MPO. It specifically outlines the mechanisms through which the public will be involved in a particular planning document.
SATO	Safe and Accessible Transportation Options

TAM	Transit Asset Management
TDP	Transit Development Plan
TIP	Transportation Improvement Program. Updated regularly, the TIP lists priority projects and project segments scheduled for implementation over a five-year period. The TIP describes the cost and funding source for each project as well as location and limits.
TPCC	Transportation Policy Coordinating Committee. The policy body for the MPO, TPCC, is responsible for prioritizing Federal aid projects in the Greater Helena Metropolitan Planning Area. Composed of local elected officials and appointed regional and state officials, the TPCC approves the LRTP, TIP and UPWP.
TTAC	Transportation Technical Advisory Committee. Provides technical expertise to TPCC by reviewing and recommending revisions to the planning process, data collection, and forecasts, and federally mandated documents such as the LRTP. The MPO staff provides support to TTAC and TPCC.
UPWP	Unified Planning Work Program. A document prepared annually by the Metropolitan Planning Organization describing transportation planning activities to be conducted during the Federal fiscal year (10/1 - 9/30).

## The Work Program and Its Purpose

The Unified Planning Work Program (UPWP) describes transportation planning activities that will occur in the Greater Helena Metropolitan area during the Federal Fiscal Year (FFY) that runs from October 1 through September 30. The Greater Helena Area Metropolitan Planning Organization (MPO) develops the UPWP annually for review and approval by local, state, and federal transportation officials. The Greater Helena Area Transportation Technical Advisory Committee (TTAC) and Transportation Policy Coordinating Committee (TPCC) approve the final UPWP locally and then forward it to the Montana Department of Transportation (MDT), the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) for final approval.

The UPWP contains work elements such as administration, public involvement and long and short-range planning. Each element describes objectives, accomplishments for the past fiscal year and planned activities for the next year. Each element identifies the agency responsible for proposed activities and resources needed, including staff hours, dollar amounts and funding sources.

The Greater Helena Area MPO is newly formed following the results of the 2020 Census which announced the Helena Urban Area population to be 52,380 meeting the population threshold of 50,000 requiring the designation and formation of an MPO per 23 U.S.C. §134. Therefore, this UPWP is the second for the Greater Helena Area MPO and is intended to describe the transportation planning activities that will occur in the Greater Helena Area for October 01, 2025 – September 30, 2026.

## Federal Guidance

The Infrastructure Investment and Jobs Act (IIJA) was passed by Congress on November 15, 2021, authorizing funding for Federal transportation programs for federal fiscal years 2022-2026. The IIJA effectively replaced the Fixing America's Surface Transportation (FAST) Act and the prior infrastructure act Moving Ahead for Progress in the 21st Century (MAP-21) Act.

The IIJA retains FAST Act's ten planning factors. The MPO is required, per 23 USC 134(h)(1), to consider these factors when developing transportation plans, programs, and projects:

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 the accessibility and mobility of people and for 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, housing, and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes, people, and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.
9. Improve resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts of surface transportation.
10. Enhance travel and tourism.

## Performance Measures

Passage by Congress of the Infrastructure Investment and Jobs Act continues MAP-21 and FAST Act's focus on performance-based planning and programming.

Establishment of a performance- and outcome-based federal-aid program was a key feature of MAP-21 and FAST Act and continues under the Infrastructure Investment and Jobs Act. The MPO will track performance measures and report to committees, agencies, and the public on progress toward meeting the measures.

The national goal areas that the performance measures address include safety, infrastructure condition, congestion reduction, system reliability, freight movement, environmental sustainability, and reduced delays in project delivery. Rather than establish independent performance measure targets for the Greater Helena Metropolitan Planning Area, the Transportation Policy Coordinating Committee signed a Performance-Based Planning Agreement supporting state performance targets established by MDT, in coordination with Montana MPOs, on June 20, 2024.

The MPO supports the state targets for applicable performance measures under federal regulation 23 CFR §490 and will support the City of Helena for associated transit performance measures under federal code 49 USC 5326(c) and 49 USC 5329(d). Thus, the MPO will plan and program projects that contribute toward relevant targets for each performance measure.

### Safety

Within this work program, staff hours and planning funds will contribute to continued implementation of the 2013 Greater Helena Area Community Transportation Safety Plan (CTSP) recommendations, as well as continued data collection and analysis. These efforts will work to address actions within the three emphasis areas identified in the CTSP (Alcohol and Impaired Driving Crashes, Occupant Protection/Seatbelt Use, and Bicycle and Pedestrian Crashes), as well as track progress on current measures to reduce traffic fatalities and severe injuries.

### Pavement and Bridge Condition

Efforts included in this work program, such as the Long-Range Transportation Plan and data collection, will track pavement and bridge condition as well as prioritize improvement of existing facilities. The plans and data will help identify the most critical needs, bringing overall system condition up to meet performance targets set for the state.

### Freight

Ongoing data collection and analysis will support efforts at the state level to improve system performance for freight and the movement of goods and services.

### Air Quality

Helena is an air quality attainment area and is not subject to conformity requirements under the Clean Air Act or on-road mobile source emissions performance measures for criteria pollutants

(PM2.5, PM10, CO, VOC, or NOx). As a result, the Greater Helena Area MPO has no air quality requirements per 23 CFR §450. However, as detailed in a separate Performance-Based Planning Agreement, the MPO will support statewide CMAQ total emissions reduction performance measures and criteria pollutant reduction efforts to prevent exceedances and non-attainment designation.

The GHAMPO is not anticipating using any PL Funds for Air Quality in FFY26. However, air quality is a priority, as the MPO will include it in future UPWPs. Current air quality efforts in the Helena area are led by Lewis and Clark Public Health (LCPH), focusing on fine particulate (PM2.5) pollution, which poses significant health risks, particularly to vulnerable groups such as those with lung disease, the elderly, children, and pregnant women. In collaboration with the Montana Department of Environmental Quality (DEQ), LCPH maintains a monitoring station in the Helena Valley that tracks PM2.5 levels hourly, year-round. They also enforce local Outdoor Air Quality Regulations to control PM2.5 emissions.

A Chemical Mass Balance (CMB) study conducted in the winter of 2007-2008 identified residential wood stoves, ammonium nitrate, and sulfate as major contributors to PM2.5 pollution in Helena. Given the county's 16% population growth from 2010 to 2022, the Greater Helena Area Metropolitan Planning Organization Transportation Technical Advisory Committee suggests that this study should be updated over the next several years to provide the most current and accurate data, enabling the MPO to effectively control major sources of fine particulate pollution and protect residents' health.

The proposed objectives include:

- Updating the CMB study in partnership with DEQ and other stakeholders.
- Continuing to monitor PM2.5 in the Helena Valley.
- Presenting data and recommendations to the Transportation Technical Assistance and Policy Committees.
- Researching climate-suitable methods for addressing transportation-related air pollution to ensure that health-based air quality standards are not exceeded.

## Safe and Accessible Transportation Options (SATO)

The IIJA includes federal requirements to dedicate at least 2.5 percent of the annual PL allocation to safe and accessible transportation options and complete streets planning activities. Section 11206 of the IIJA defines complete streets activities as “standards or policies that ensure the safe and adequate accommodation of all users of the transportation system, including pedestrians, bicyclists, public transportation users, children, older individuals, individuals with disabilities, motorists, and freight vehicles.”

The IIJA does allow for flexibility for states or MPOs to opt out of SATO requirements if they can demonstrate adopted Complete Streets standards and policies and have developed an up-to-date Complete Streets prioritization plan. Currently, the Greater Helena Area MPO does not have an officially adopted Complete Streets policy, and the Long-Range Transportation Plan will include prioritized SATO projects. Opting out of SATO requirements must be submitted and approved by the U.S. Secretary of Transportation no later than 30 days before funds are apportioned.

To meet the SATO requirements of IIJA, this UPWP details eligible activities under each work element, along with estimated cost for each of those activities within the existing work plan. These



dedicated funds and activities are summarized in Table 5. Based on the PL allocation for FY2025 and FY2026, a minimum of \$16,505 must be dedicated to SATO activities.

## Public Involvement

Development of the UPWP included discussion at the XX/XXXX and X/XXXX TTAC and TPCC meetings and included opportunities for public review and comment on the draft up to and including the date of adoption by the TPCC. The MPO held three TTAC UPWP planning meetings and posted the UPWP on the MPO website for two weeks to allow for the public's review and comments. The adoption of the UPWP by the TPCC was also held in a public forum. The following outreach efforts and meetings are where the public could comment on the draft UPWP:

- Transportation Technical Advisory Committee, XX/XX/XXXX, XX/XX/XXXX and X/XX/XXXX
- UPWP posted on MPO website X/XX/XXXX- X/XX/XXXX
- Transportation Policy Coordinating Committee, XX/XX/XXXX

Final approval of the FFY 2025 UPWP was completed at the TPCC meeting on XX/XX/XXXX

The MPO will also accept comments and answer questions in person, by mail, e-mail and telephone following posting of the draft UPWP. The MPO has updated the document based on comments received from MDT and the public on the UPWP.



## SECTION 2 – WORK PROGRAM

### Program Support and Administration

#### 100 Program Administration

##### Objectives

Administer the transportation planning process as staff to the Greater Helena Area Metropolitan Planning Organization (MPO), as well as support the transportation planning activities of local, state and federal agencies. Inform the City of Helena and Lewis and Clark County Consolidated Planning Board, local governments, and public regarding transportation planning activities. Assist in keeping transportation staff skills current while implementing best practices and technologies related to transportation planning, safety, transportation demand management and other related activities. The MPO Manager will explore training as it becomes available. Maintain contact with, provide input to and receive feedback from various local, regional, state, and federal agencies, committees, and groups.

##### Accomplishments in FFY 2025

The Greater Helena Area Metropolitan Planning Organization (MPO) has achieved notable advancements in program administration, as outlined in the Federal Fiscal Year 2025 (FFY25) Unified Planning Work Program (UPWP). During FFY25, the MPO established bylaws for the Transportation Policy Coordinating Committee (TPCC) and the Transportation Technical Advisory Committee (TTAC), thereby enabling the organization of monthly TTAC meetings to address the needs of the MPO and guide its strategic direction. Regular meetings of the TPCC were convened to secure approval for key decisions and to establish MPO priorities. Furthermore, an MPO website was developed to enhance transparency and facilitate communication, while outreach efforts were conducted with the City of Helena Commission and the Lewis and Clark County Board of Commissioners to keep stakeholders informed of ongoing developments.

Compliance with Title IV requirements was integrated into all MPO contracts and templates to promote equity throughout the organization. The MPO also prepared a Request for Qualifications, leading to contracts for the development of three essential Transportation Plans: the Public Participation Plan, the Long-Range Transportation Plan, and the Comprehensive Safety Action Plan. Collaborative efforts were strengthened among the City of Helena, Lewis and Clark County, the City of East Helena, and the Montana Department of Transportation.

Additionally, the MPO actively participated in inter-MPO collaboration meetings and successfully launched its inaugural Transportation Alternatives Program, which included the implementation of an application process and criteria for project scoring and selection. Moreover, the MPO provided quarterly reports to both the Montana Department of Transportation (MDT) and the Federal Highway Administration (FHWA), underscoring its commitment to accountability and ongoing progress.

##### Proposed Activities in FFY 2026

- Carry out federally required transportation planning activities in all portions of the Metropolitan Planning Area.
- Perform all administrative functions of the transportation planning work program. Program management activities may include, but will not be limited to, correspondence, public

relations, employee guidance, program organization, consultant liaison, staff meeting attendance, maintenance of the Greater Helena Area MPO web pages and postings in alignment with 23 CFR § 450.316 for public involvement regarding transportation planning activities, Title VI and non-discrimination conformance. Activities will also include preparing contracts, quarterly progress, and expenditure reports and transmitting reports to MDT to maintain federal and state funding support.

- Conduct a self-certification to assure compliance with federal regulations outlined in 23 CFR §420, §450.306, and §450.336. The self-certification includes a review of the basic items required by law, including the Governor's Designation (§450.310), Agreements (§450.314) and Public Involvement Policies (§450.316). This review will confirm that the basic documents are current and on file and that the MPO, TTAC and TPCC are fulfilling the roles and responsibilities as required.
- MPO staff will:
  - Participate in recognized and approved training programs and webinars to improve staff skills and capabilities.
  - Increase professional development through enrollment in transportation planning courses/conferences.
  - Pursue training and innovative practices related to safe and accessible transportation options planning activities.
  - Obtain prior approval from MDT before attending any conferences or training that require out-of-state travel per 2 CFR §200.475.
- Participate in and encourage increased cooperation between state and local agencies, departments, and governing bodies. Serve as both coordinator and participant in many of these meetings and committee gatherings.
- Work with other MPOs and agencies to assess IJIA opportunities and challenges, including grant applications and implementation of new rules such as the required SATO planning activities.
- Expand MPO participation with other agencies and groups, as required by the IJIA.
- Work to incorporate IJIA performance measures into MPO transportation plans and programs.
- Collect and analyze data pertaining to performance measures developed for the regional transportation system, based on the guidelines of the LRTP.
- Work with federal, state, and local agencies to improve current performance tracking methods. The MPO will track performance measures and provide regular reporting to the TTAC and TPCC and the public, subject to the availability of related data.
- Track and review grant notices, coordinate with the Cities, County, and MDT on grant application activities.
- Administer the GHAMPO's Transportation Alternatives Program including application process, project scoring, and selection.

## Product

The proposed activities will be to continue an effective and expeditious implementation of an ongoing administrative program, help to ensure a well-informed and competent staff, capture Title VI Assurances, and foster a continuing, cooperative, and comprehensive (3-C's) planning process. Products include federally required MPO agreements, updated policies, quarterly reports, and invoices as well as annual maintenance agreements for software and data collection equipment.

#### Timeline

- Quarterly Reports and Invoices – FFY26 Q1, Q2, Q3, Q4
- Annual maintenance agreements - FFY26 Q4

#### Staffing

772 hours – City of Helena

#### Non-Personnel Costs for Work Activity 100

City of Helena	
\$3,590.00	Rent
\$500.00	Office Supplies
\$1,690.00	Information Technology and Support Services (Computer, Phone and Data)
\$1,000.00	Travel
\$2,000.00	Training
\$1,030.00	Publications (AMPO)
\$1,700.00	Website
\$11,510.00	TOTAL

#### Staffing Hours for Work Activity 100

CITY OF HELENA POSTIONS	HOURS
MPO Manager	772
Total	772

#### Funding for Work Activity 100 – Program Administration FFY 2025

Agency	PL*	State	Local	Totals
City of Helena	\$53,822.90	\$8,342.61	\$	\$62,165.52
TOTALS	\$ 53,822.90	\$8,342.61	\$	\$62,165.52

#### FFY 2026

Agency	PL*	State	Local	Totals
City of Helena	\$51,232.20	\$7,941.05	\$	\$59,173.28
TOTALS	\$51,232.20	\$7,941.05	\$	\$59,173.28

\* PL Funds: 86.58% federal share, 13.42% state share.

#### Functional Agency Responsibility

The MPO will be responsible for administering the planning process.

### Safe and Accessible Transportation Options (SATO)

A conservative estimated 5 percent of MPO staff time will be supportive of eligible activities as outlined in IIJA. This percentage was determined based on:

- The MPO Manager will attend bike and pedestrian safety training to understand better how to create a network of active transportation facilities.
- The MPO Manager will attend an ADA training to understand better how to incorporate accessibility Complete Streets standards and policies.

## 101 Unified Planning Work Program (UPWP)

### Objective

Define transportation and transportation-related planning activities anticipated within the MPA during the coming year.

### Accomplishments in FFY 2025

During Federal Fiscal Year 2025, the Greater Helena Area Metropolitan Planning Organization (MPO) realized accomplishments under Work Element 101 of the Unified Planning Work Program (UPWP). Notably, the MPO successfully submitted its inaugural UPWP, which included a comprehensive delineation of prioritized tasks scheduled for completion throughout the fiscal year. Throughout FFY25, the MPO consistently delivered quarterly reports and invoices for eligible planning activities, thereby ensuring transparency and accountability. Furthermore, the MPO effectively managed mid-year revisions to the FFY25 UPWP, accommodating essential changes and updates to ongoing initiatives while also establishing a foundation for planning for the forthcoming federal fiscal year.

### Proposed Activities in FFY 2026

- Review the UPWP at the local, state, and federal levels annually.
- Include SATO reporting as required by IIJA Section 11206.
- Submit quarterly reports and invoices on eligible PL and 5303 activities throughout FFY 2026.
- Develop a UPWP that contains a breakdown of tasks that are to be undertaken during the program year, funding and staffing information.
- Solicit public comments through TTAC and TPCC meetings regarding any proposed UPWP activity and incorporate such comments in the FFY 2027 UPWP
- Finalize by TTAC and TPCC for submittal to MDT.

### Product

The proposed activities will contribute to a well-defined work program that documents MPO and Transit transportation planning activities.

### Timeline:

- Begin working on FFY27 UPWP – FFY26 end of Q3
- Development of the FFY27 UPWP – FFY26 Q4

## Staffing

108 hours – City of Helena

### Staffing Hours for Work Activity 101

CITY OF HELENA POSITIONS	HOURS
MPO Manager	108

Total 108

### FFY25

Agency	PL*	State	Totals
City of Helena	\$5,773.09	\$894.83	\$6,667.92
TOTALS	\$5,773.09	\$894.83	\$6,667.92

### FFY26

Agency	PL*	State	Totals
City of Helena	\$5,773.09	\$894.83	\$6,667.92
TOTALS	\$5,773.09	\$894.83	\$6,667.92

\* PL Funds: 86.58% federal share, 13.42% state share.

## Functional Agency Responsibility

The MPO will coordinate with MDT and City of Helena Transit to develop the UPWP.

## 102 Public Involvement and Service

### Objective

Prepare and disseminate transportation-related information to the community.

### Accomplishments in FFY 2025

In the Federal Fiscal Year 2025, the Greater Helena Area Metropolitan Planning Organization (MPO) made significant progress under Section 102, which emphasizes Public Involvement and Services. A key accomplishment was the procurement of a contract with a respected contractor to develop the organization's inaugural Public Participation Plan, aimed at enhancing community engagement in transportation planning processes. Additionally, the MPO initiated a rebranding effort to clarify and reinforce its mission while improving the promotion of its events. To ensure transparency and information accessibility, the MPO maintained an updated website that offers the public valuable insights into its objectives, updates on contracts, and other relevant information, thereby fostering a more informed and engaged community. Furthermore, the MPO provided the agenda and supporting documents for upcoming meetings of the Transportation Policy Coordinating Committee (TPCC) and the Technical Transportation Advisory Committee (TTAC), along with information for participating via Zoom, to facilitate public input.

## Proposed Activities in FFY 2026

- The MPO will adhere to the Public Participation Plan as approved by the FHWA, in accordance with the requirements outlined in 23 CFR 450.316.
- The MPO will supply transportation information to City and County agencies, and outside parties, by assisting in the development of information for:
  - Private individuals or groups to aid in their decisions.
  - Legislative purposes at the local, state, and federal level.
  - Ensure consistency between the transportation planning goals of the LRTP and other applicable local plans and policies.
- Through use of its web page, social media, and other means, the MPO will prepare and distribute information to encourage public understanding and support and make plans and other transportation information available to the public.
- The MPO will prepare transportation information for use in coordinating other urban development programs.
- The MPO will disseminate and communicate information related to the implementation of the Long-Range Transportation Plan.
- The MPO will expand outreach opportunities & tools to be resilient to changes in engagement strategy. MPO staff will continue to research and implement innovative methods to engage the community. Examples include virtual meeting tools, online engagement, and use of other stakeholder networks to reach underserved populations.

## Product

The proposed activities will facilitate a public involvement process that prioritizes community education regarding transportation concerns, needs, and issues. The expected deliverables include Public Involvement Plans crafted to inform stakeholders and elicit input during the development of the Long-Range Transportation Plan and the Comprehensive Safety Action Plan. The Public Participation Plan is scheduled for completion by the end of September 2025. It is anticipated that the Metropolitan Planning Organization (MPO) may receive invoices for this deliverable at the commencement of Fiscal Year 2026. It is important to note that while the work will be finalized in Federal Fiscal Year 2025, invoices and requests for payment may be submitted thereafter.

## Timeline

- Final Public Participation Plan – FFY25 Q4
  - Final invoices received – FFY26 Q1
- Public Involvement Plans (PIP)
  - PIP for the Comprehensive Safety Action Plan – FFY26 Q2
  - PIP for the Long-Range Transportation Plan – FFY26 Q3

## Staffing

108 hours - MPO

### Staffing Hours for Work Activity 102

CITY OF HELENA POSITIONS	HOURS
MPO Manager	108
Total	108

#### Non-Personnel Costs for Work Activity 102

Item	Cost
N/A	0.00

#### CONSULTANTS:

City of Helena	
N/A	0.00

TOTAL

#### FFY25

Agency	PL*	State	Totals
City of Helena	\$23,954.89	\$3,713.03	\$27,667.92
TOTALS	\$23,954.89	\$3,713.03	\$27,667.92

#### FFY26

Agency	PL*	State	Totals
City of Helena	\$5,773.09	\$894.83	\$6,667.92
TOTALS	\$5,773.09	\$894.83	\$6,667.92

\* PL Funds: 86.58% federal share, 13.42% state share.

#### Functional Agency Responsibility

The MPO, MDT and City of Helena Transit will be responsible for public involvement with their respective plans and responding to information requests.

## Long Range Planning – System Level

### 300 Long Range Transportation Plan

#### Objective

Oversee the continuation of the two-year development, preparation, and adoption of a Greater Helena Area MPO LRTP that addresses the long and short-range transportation needs of the metropolitan planning area and identifies new transportation policies and facilities.

#### Accomplishments in FFY 2025

The Greater Helena Area Metropolitan Planning Organization (MPO) has made strides in advancing the development of its Long-Range Transportation Plan (LRTP), marking a crucial milestone in regional transportation planning. The MPO has effectively collaborated with a specialized vendor to produce its inaugural LRTP. The Request for Qualifications (RFQ) for consultant selection was issued on January 6, 2025, rigorously assessed by a Technical and Technical Advisory Sub Committee and subsequently approved by the Transportation Policy Coordinating Committee (TPCC) on May 12, 2025. A formal contract was finalized on June 2, 2025, with the project officially commencing on June 16, 2025. Public outreach activities initiated at the end of September have sought to promote community engagement and collect invaluable feedback to inform the planning process. The development of the LRTP is anticipated to continue through Federal Fiscal Year 2026.

#### Proposed Activities in FFY 2026

- Evaluate progress on goals and objectives outlined in the 2014 Greater Helena Area Long Range Transportation Plan in preparation for the MPO's LRTP.
- Kick off the development of the MPO's LRTP, and conduct long-range planning activities, including:
  - Conducting public outreach.
  - Reviewing and refining performance measures.
  - Performing a needs assessment.
  - Development and scoring of Long-Range Transportation Plan projects.
  - Developing a fiscally constrained project list.
  - Developing MPO recommendations.
- Soliciting feedback and providing updates via public interaction resources
  - City of Helena Website, Lewis and Clark County Website, East Helena Website
  - City/County Social Media via the Public Information Officers
  - Be Heard Helena App to gather public comment.
  - Any contracted Public Interactions

#### Product

The proposed activities advance the MPO's development of the Greater Helena Area MPO Long Range Transportation Plan and will result in detailed analysis of existing conditions, public input, and long-range transportation needs. The MPO will update needed projects, policies, and programs for the region, produce a fiscally constrained project list, and provide recommendations to guide transportation improvements and support the LRTP's guiding principles, goals, and objectives. Each of these components will contribute to the draft Long Range Transportation Plan, which is expected to be completed in FFY 2026



## Timeline

- Community Engagement - FFY26 Q1 – Q4
- Needs Assessment and Baseline Conditions – FFY26 1Q
- Visioning and Goals – FFY26 2Q
- Strategies and Recommendations – FFY26 Q3
- Final LRTP – FFY26 Q4

## Staffing

772 hours -City of Helena

### Staffing Hours for Work Activity 300

CITY OF HELENA POSITIONS	HOURS
MPO Manager	772
Total	772

### CONSULTANTS:

City of Helena	
\$310,496.95	Long-Range Transportation Plan
\$310,496.95	TOTAL

### Funding for Work Activity 300 – Long Range Transportation Plan FFY 2025

Agency	PL*	State	Local	Totals
City of Helena	\$83,968.05	\$13,015.15	\$	\$96,983.20
TOTALS	\$83,968.05	\$13,015.15	\$	\$96,983.20

### FFY 2026

Agency	PL*	State	Local	Totals
City of Helena	\$310,095.13	\$48,065.10	\$	\$358,160.23
TOTALS	\$310,095.13	\$48,065.10	\$	\$358,160.23

\* PL Funds: 86.58% federal share, 13.42% state share.

## Functional Agency Responsibility

The MPO will be responsible for the implementation of the Greater Helena Area MPO Long Range Transportation Plan.

## Safe and Accessible Transportation Options (SATO)

A conservative estimated 10 percent of MPO staff time will be supportive of eligible activities as outlined in IJJA. This percentage was determined based on

- The primary product of this FFY25 UPWP is the building of the Long-Range Transportation Plan, which will include identifying Complete Streets projects, areas to create a network of active transportation facilities, and regional planning to address travel demand.
- The GHAMPO will collaborate with the public in the development of the LRTP by:
  - GHAMPO will solicit citizens' feedback on improving safety for bicyclists and pedestrians.

- GHAMPO will solicit input from citizens to address travel demands and capacity constraints.
- GHAMPO will solicit input regarding services from Capital Transit and how to increase services.

### 301 Metropolitan Planning Area Transportation Plans

#### Objective

Prepare and update transportation plans for the Metropolitan Planning Area (MPA). Address long and short-range transportation needs of the MPA such as a Comprehensive Safety Action Plan.

Metropolitan Planning Area transportation plans are components of the LRTP and the overall transportation planning process and will share transportation analysis to ensure proactive planning for the region.

#### Accomplishments in FFY 2025

The Greater Helena Area Metropolitan Planning Organization (MPO) has made advancements in regional transportation planning through various initiatives. A notable achievement includes the engagement of a consultant to develop the MPO's inaugural Comprehensive Safety Action Plan, an essential measure aimed at enhancing transportation safety within the Metropolitan Planning Area, with ongoing efforts anticipated for Fiscal Year 2026. Furthermore, the MPO has been actively involved in the Montana Department of Transportation's Comprehensive Highway Safety Plan, collaborating on strategies designed to mitigate accidents and improve overall roadway safety. These initiatives underscore the MPO's dedication to fostering a safer and more efficient transportation network for all community members.

#### Proposed Activities in FFY 2026

- Oversee the replacement of the Greater Helena Area Community Transportation Safety Plan (GHACTSP) with the MPO's Comprehensive Safety Action plan.
- Review and gather information on local plans and policies to ensure consistency with the transportation planning goals of the LRTP revisions

#### Product

The proposed activities will contribute to the development of the MPO Comprehensive Safety Action Plan that involves a systematic approach to identifying, analyzing, and addressing safety risks in the Greater Helena Area. The plan will begin with a thorough assessment of current safety conditions, gathering data on past incidents, potential hazards, and the effectiveness of safety measures. The plan will include feedback from community members, employees, and safety experts.

#### Timeline

- Final Comprehensive Safety Action Plan – FFY26 Q2

## Staffing

200 hours City of Helena

### Staffing Hours for Work Activity 301

CITY OF HELENA POSITIONS	HOURS
MPO Manager	200
Total	200

### CONSULTANTS:

City of Helena	
\$39,830.52	Comprehensive Safety Action Plan
\$39,830.52	TOTAL

### FFY 2025

Agency	PL*	State	Totals
City of Helena	\$19,348.90	\$2,999.10	\$22,348.00
TOTALS	\$19,348.90	\$2,999.10	\$22,348.00

### FFY 2026

Agency	PL*	State	Totals
City of Helena	\$45,176.16	\$7,002.35	\$52,178.52
TOTALS	\$45,176.16	\$7,002.35	\$52,178.52

\* PL Funds: 86.58% federal share, 13.42% state share.

### Functional Agency Responsibility

MPO staff will address long, and short-range transportation needs of the planning areas and will identify new transportation policies and facilities for implementation in such areas.

### Safe and Accessible Transportation Options (SATO)

A conservative estimated 5 percent of MPO staff time will be supportive of eligible activities as outlined in IIJA. This percentage was determined based on:

- Creating the Comprehensive Safety Action Plan will help with the adoption of Complete Streets standards and the development of Complete Streets, which will help identify a list of projects to improve the safety, mobility, and accessibility of streets.

## 302 Transportation Data

### Objective

Collect and maintain data necessary to review various transportation plans and programs. Support efforts to implement GIS program in coordination with cartographers and GIS specialists.

### Accomplishments in FFY 2025

The Greater Helena Area Metropolitan Planning Organization (MPO) has made significant progress in enhancing transportation data through collaborative initiatives with its member entities. The MPO has successfully established systematic processes for the collection of short-term traffic counts, thereby ensuring more accurate and reliable data for traffic analysis. In partnership with local agencies, the MPO has also provided vital information for the updated functional classification of roads and highways, thereby contributing to a comprehensive understanding of the regional transportation network. These achievements exemplify a strong commitment to data-driven decision-making and effective regional planning.

### Proposed Activities in FFY 2026

- Maintain socio-economic and land use transportation data to supplement the metropolitan transportation planning process.
- Collect, maintain, and disseminate traffic data meeting FHWA requirements to supplement the metropolitan transportation planning process.
- Collect and analyze data pertaining to performance measures developed for the regional transportation system, based on the information provided in the LRTP.
- Capture and maintain travel demand model data for future uses including monitoring of plan progress.

### Product

The proposed activities will ensure updated records pertinent to all aspects of transportation planning.

### Staffing

80 hours City of Helena

#### Staffing Hours for Work Activity 302

CITY OF HELENA POSITIONS	HOURS
MPO Manager	80
Total	80

#### Funding for Work Activity 302 – Transportation Data

FFY 2025

Agency	PL*	State	Local	Totals
City of Helena	\$4,276.36	\$662.84	\$	\$4,939.20
TOTALS	\$4,276.36	\$662.84	\$	\$4,939.20

FFY 2026

Agency	PL*	State	Local	Totals
City of Helena	\$4,276.36	\$662.84	\$	\$4,939.20
TOTALS	\$4,276.36	\$662.84	\$	\$4,939.20

\* PL Funds: 86.58% federal share, 13.42% state share.

#### Functional Agency Responsibility

The MPO, MDT, City of Helena, City of East Helena, Lewis and Clark County and City of Helena Transit will cooperate to ensure the efficient acquisition and analysis of transportation data.

### Transportation Improvement Program (TIP)

#### 600 Transportation Improvement Program (TIP)

##### Objective

Begin development of a viable five-year program of transportation projects.

##### TIP Development Process

**Project.Selection:** The MPO will identify and select projects for the TIP through an annual process. The process includes the TTAC, TPCC, agencies and interested citizens. The intent of the process is to identify projects in the current LRTP that are suitable additions to the TIP for the upcoming five-year implementation period.

**Project.Phasing:** For each project, the sponsoring agency or department establishes phases according to the project's priority, the amount of available funds and the estimated completion time.

**Project.Information:** Each project in the TIP includes the following information:

1. Sufficient information to identify the project (type of work, length, termini, etc.).
2. Estimated total cost and the amount of Federal funds to be obligated during the program year.
3. Proposed sources of Federal and non-Federal funds; and
4. Funding recipient and State and local agencies responsible for carrying out the project.

**State.Review.of.Project.Costs:** MDT reviews the cost of projects listed in the Funding Tables in light of available funding.

**Final.Review.and.Approval:** The TTAC reviews the TIP and then forwards it to TPCC for review and approval. The MPO then submits the TIP to MDT for approval. MDT then submits to FHWA/FTA for review. The MPO submits the approved TIP to MDT for use in developing the Statewide Transportation Improvement Program (STIP). The STIP incorporates the MPO's TIP by reference. The STIP is submitted for approval by FHWA and FTA.

City of Helena Capital Transit will contribute to the development and maintenance (amendments/modifications) of the TIP annually and coordinate with MPO staff to ensure that the TIP accurately reflects transit projects.

## Accomplishments in FFY 2025

The Greater Helena Area Metropolitan Planning Organization (MPO) is currently engaged in the development of its first Long-Range Transportation Plan. At this stage of the process, no resources have been allocated to the Transportation Improvement Program section.

## Proposed Activities in FFY 2026

- The MPO anticipates the development of a preliminary draft TIP in correlation with the LRTP in late FFY26.

## Product

The Greater Helena Area Metropolitan Planning Organization will be working on a draft Transportation Improvement Program (TIP), in correlation with the LRTP, for Fiscal Year 2026, laying the groundwork for a comprehensive final plan to be released in Federal Fiscal Year 2027. This draft TIP outlines proposed transportation projects designed to address the region's growing needs, including road maintenance, public transit enhancements, and infrastructure upgrades. The GHAMPO will be engaging with local communities, stakeholders, and other government agencies to ensure the plan reflects the area's priorities and supports sustainable growth

## Staffing

40 hours City of Helena

### Staffing Hours for Work Activity 600

CITY OF HELENA POSITIONS	HOURS
MPO Manager	40
Total	40

### Funding for Work Activity 600 – TIP FFY 2025

Agency	PL*	State	Local	Totals
City of Helena	\$2,993.46	\$463.98	\$	\$3,457.44
TOTALS	\$2,993.46	\$463.98	\$	\$3,457.44

### FFY 2026

Agency	PL*	State	Local	Totals
City of Helena	\$2,138.17	\$331.42	\$	\$2,469.60
TOTALS	\$2,138.17	\$331.42	\$	\$2,469.60

\* PL Funds: 86.58% federal share, 13.42% state share.

## Functional Agency Responsibility

The MPO and City of Helena will be responsible for the development and maintenance of the TIP once developed.

## Other Activities

900 Reserve

### Objective

Provide for the accounting of available non-programmed funds in the current UPWP and provide funding toward additional transportation planning activities and/or studies as approved by the TTAC and TPCC.

### Accomplishments in FFY 2025

None.

### Proposed Activities in FFY 2026

This work element is utilized for accounting purposes only. No specific work activities may be charged to this work element.

### Product

None.

## SECTION 3 – FUNDING

**TABLE 1: FUNDING SUMMARY  
FEDERAL FISCAL YEAR 2026**

WORK ELEMENT	FUNDING SOURCES FY 2026		
	PL*	LOCAL	EST. COST
100 Administration	□□□↓□□□□		□□□↓□□□□
101 UPWP	□↓□□□□		□↓□□□□
102 Public Involvement	□↓□□□□		□↓□□□□
300 Long Range Plan	□□□↓□□□□		□□□↓□□□□
301 Planning Area Transportation Plans	□□□↓□□□□		□□□↓□□□□
302 Data	□↓□□□□		□↓□□□□
600 TIP	□↓□□□□		□↓□□□□
900 Reserve	\$440,803.13		\$440,803.13
<b>TOTAL</b>	<b>\$931,059.80</b>		<b>\$931,059.80</b>

\*PL Funds: 86.58% federal share, 13.42% state share.

**TABLE 2: FUNDING COMPARISONS**

WORK ELEMENT	FY 2026 ESTIMATED COST	FY 2025 ESTIMATED COST
100 Administration	□□□↓□□□□	□□□↓□□□□
101 UPWP	□↓□□□□	□↓□□□□
102 Public Involvement	□↓□□□□	□↓□□□□
300 Long Range Plan	□□□↓□□□□	□□□↓□□□□
301 Planning Area Transportation Plans	□□□↓□□□□	□□□↓□□□□
302 Data	□↓□□□□	□↓□□□□
600 TIP	□↓□□□□	□↓□□□□
900 Reserve	\$440,803.13	\$538,312.80
<b>TOTAL</b>	<b>\$931,059.80</b>	<b>\$762,542.00</b>

**TABLE 3: FUNDING PERCENTAGES FEDERAL FISCAL YEAR 2026**

WORK ELEMENT	PL	LOCAL	TOTAL
100 Administration	100		100
101 UPWP	100		100
102 Public Involvement	100		100
300 Long Range Plan	100		100
301 Planning Area Transportation Plans	100		100
302 Data	100		100
600 TIP	100		100
900 Reserve	100		100



WORK ELEMENT	MPO Manager	TOTAL M.M.
100	3	3
101	1	1
102	1	1
300	4	4
301	1	1
302	1	1
600	1	1
900		
TOTAL	12	12

\*This table indicates approximately how many man months individual staff members work in each work element.

TABLE 5: ELIGIBLE SAFE AND ACCESSIBLE TRANSPORTATION OPTIONS (SATO) PLANNING ACTIVITY BY WORK ELEMENT FISCAL YEAR 2026

WORK ELEMENT	FY 2026 ELIGIBLE SATO PLANNING ACTIVITY ESTIMATED COST	FY 2025 ELIGIBLE SATO PLANNING ACTIVITY ESTIMATED COST
100 Administration	\$3,056.77	\$3,056.77
300 Long Range Plan	\$4,198.32	\$4,198.32
301 Planning Area Transportation Plans	\$3,117.40	\$3,117.40
TOTAL	\$10,372.49	\$10,372.49

\* PL Funding obligated after 8/13/2024 used for eligible SATO Planning activities have a 100% Federal Share.

## SECTION 4 – INDIRECT COST PLAN

### Introduction

The following plan has been developed to provide a procedure to be followed in preparing reimbursement requisitions for 23 USC 104(d).

### Identification of Costs

The costs encountered in carrying out this Unified Planning Work Program are delineated below by type:

#### Direct

Salaries  
Mileage  
Advertising  
Travel  
Staff Training  
Printing & Publication  
  
Consultants  
Rent  
Telephone  
Other

#### Indirect

Legal Services  
Office Supplies & Stationary  
Dues/Subscriptions  
Office Vehicle  
Office Machine  
Maintenance  
Jury Duty

#### Fringe Benefits

FICA  
PERS  
Industrial Accident  
Unemployment Ins.  
Sick Leave  
Vacation  
Paid Holidays  
Health Insurance  
Military Leave

### Allocation of Costs

The MPO will charge direct costs to the work program line items to which they apply. The MPO will keep a record of staff time and expenditures to document expenses incurred against each line item.

### Funding Sources

The degree of participation by each funding agency is based on the prorations which have been determined for each line item. Each agency will be billed their share of the total charges made against each line item according to the approved prorations.

Funding sources and amounts contained in the UPWP are as follows:

PL*	\$931,059.80
TOTAL	\$931,059.80

\*The matching ratio is Federal PL – 86.58% and State Match – 13.42%.

### Indirect Rate

The MPO will utilize a de minimis indirect cost rate of 10% as allowed for in 2 CFR 200.414(f) for the period October 1, 2025, through September 30, 2026.

## SECTION 5 – TRANSIT

### 44.21.00 PROGRAM SUPPORT & ADMINISTRATION

#### 01 Transit Systems Management (TSM)

##### Objectives

To provide program support, general administration, and grant administration, and training in support of transit planning activities.

##### Accomplishments in FFY 2025

In the Federal Fiscal Year 2025 Unified Planning Work Program (UPWP), the Greater Helena Area Metropolitan Planning Organization (MPO) did not allocate any 5303 funds. However, in close collaboration with the Federal Transit Administration, the MPO undertook the significant endeavor of preparing all necessary documentation to secure FTA Direct Recipient status. This process included the development of comprehensive Policies and Procedures, the formulation of Transit Plans, and the establishment of training protocols for the effective use of the Transit Award Management System (TrAMS). These achievements exemplify the MPO's commitment to enhancing the management of transit systems and improving service delivery within the Greater Helena Area.

##### Proposed Activities in FFY 2026

All administrative functions necessary in support of transit planning and development will be performed under this work element.

- Continuing to assess data-keeping and gathering practices with focus on further technology utilization and process improvements.
- Quarterly progress and expenditure reports will be prepared and transmitted to the Montana Department of Transportation, Statewide and Urban Planning Section to maintain funding requirements.
- Staff will execute grant administrative functions; staff will continue research and development regarding the utilization of FTA funding, including furthering innovative funding practices and partnerships.
- Maintenance of coordination agreements with 5310 providers.
- Research feasibility and make recommendations for capital grants.
- Participation in recognized and approved training programs in order to improve skills and capabilities including further Grant Management programs as recommended.
- Policy development including procedures, regulations, codes, and practices to ensure compliance with federal, state, and local requirements as they relate to the transit planning process.
- Participate with the TTAC, TPCC, citizen advisory boards, and other committees throughout the community as needed.
- Staff will update and maintain the FTA required Transit Asset Management Plan (TAM).
- Staff will maintain the required Public Transit Agency Safety Plan, including annual updates as well as further research and development of best practices.

## Product

- An ongoing administrative program to carry out the transit elements identified within this UPWP.
- Oversight and execution of administrative functions pertaining to transit planning and development, which include the preparation of federally mandated plans. These plans encompass the Transit Asset Management Plan, Transit Development Plan, and Public Transportation Agency Safety Plan.
- Enhancement of transit staff skills and knowledge.
- Proper maintenance and administration of grant related activities.
- A Transit Asset Management Plan

## Staffing

0 hours City of Helena

### Staffing Hours for Work Activity - TSM

City of Helena	HOURS
Capital Transit Manager	0.00
Total	0.00

### CONSULTANTS:

City of Helena	
\$16,357.43	Transit Asset Management Plan
\$3,490.00	Direct, Direct Expenses
\$19,847.43	TOTAL

### Funding for Work Activity – TSM FFY 2025\*

Agency	Local	5303	Totals
City of Helena	\$ -	\$ -	\$ -
TOTALS	\$ -	\$ -	\$ -

### FFY 2026

Agency	Local	5303	Totals
City of Helena	\$3,969.48	\$15,877.94	\$19,847.43
TOTALS	\$3,969.48	\$15,877.94	\$19,847.43

\*The Greater Helena Area MPO did not allocate 5303 funds in FFY25.

\*\* Local match provided by City of Helena.

\*\*\*5303 Funds: 80% federal share, 20% local match.

## Functional Agency Responsibility

The City of Helena will be responsible for administering the planning process.

#### 44.24.00 SHORT RANGE TRANSPORTATION PLANNING

##### 01 Transit Development Plan (TDP)

###### Objectives

The TDP describes existing facilities and projects needed for the next 5 years.

###### Accomplishments in FFY 2025

The Greater Helena Area Metropolitan Planning Organization (MPO) did not allocate Federal Transit Administration (FTA) 5303 funds within the Fiscal Year 2025 Unified Planning Work Program (UPWP). Consequently, there are no accomplishments to report that utilized federal transportation planning funding.

###### Proposed Activities in FFY 2026

- Capital Transit will update the TSP and long range transportation plan with consultant assistance.

###### Product

The proposed activity will produce a compliant and up to date Transit Development Plan.

###### Staffing

0 hours City of Helena

###### Staffing Hours - TDP

CITY OF HELENA POSITIONS	HOURS
Capital Transit Manager	0
Total Capital Transit	0
Total	0

###### CONSULTANTS:

City of Helena	
\$32,560.05	Transit Development Plan
\$32,560.05	TOTAL

###### Funding – TDP FFY 2025\*

Agency	Local	5303	Totals
City of Helena	\$ -	\$ -	\$ -
TOTALS	\$ -	\$ -	\$ -

###### FFY 2026

Agency	Local	5303	Totals
City of Helena	\$6,512.01	\$26,048.04	\$32,560.05
TOTALS	\$6,512.01	\$26,048.04	\$32,560.05

\* The Greater Helena Area MPO did not allocate 5303 funds in FFY25.

\*\* Local match provided by City of Helena

## Functional Agency Responsibility

The City of Helena will develop and maintain an up to date TDP.

## 02 Future Service Analysis and Enhancement

### Objectives

To facilitate considerations of means to ensure citizens will have acceptable and improved public transportation alternatives in the future.

### Accomplishments in FFY 2025

The Greater Helena Area Metropolitan Planning Organization (MPO) did not allocate Federal Transit Administration (FTA) 5303 funds within the Fiscal Year 2025 Unified Planning Work Program (UPWP). Consequently, there are no accomplishments to report that utilized federal transportation planning funding.

### Proposed Activities in FFY 2026

Functions necessary in support of future transit planning and development will be performed under this work element. These activities necessitate the ongoing needs for route development and planning, which is split between this element and current service enhancements. Activities are as follows:

- Continue investigating feasibility of expanding service beyond existing limits and engage county stakeholders in discussion regarding potential for service to outlying areas.
- Continue to analyze and evaluate current area government practices for right of way requirements.
- Continued financial analysis and planning in support of further modified frequency and service in conjunction with TDP implementation.
- Continue research on feasibility of, and make recommendations for, additional technology conveniences for passengers.
- Continuation of planning efforts regarding public and stakeholder involvement and input opportunities.
- Facilitation of public meetings to support system improvements as well as specialized services for seniors and disabled.
- Perform additional analysis of fare structure including comparisons to similar systems and populations to ensure equitable and sustainable fare generation.
- Analyze, develop, and recommend opportunities for MPO and Transit collaboration on projects eligible for multiple funding sources to support integration of transit and overall surface transportation structure.

### Product

- Identification of and plans for efficient and effective transit service into the future.
- Financial and capital analyses for future transit enhancements.
- Identification and assistance in implementation of future system modifications.

### Staffing

0 hours City of Helena

#### Staffing Hours – Future Service Evaluation & Analysis

CITY OF HELENA POSITIONS	HOURS
Capital Transit Manager	0
Total City of Helena	0
Total	0

#### Funding – Future Service Evaluation & Analysis FFY 2025\*

Agency	Local	5303	Totals
City of Helena	\$ -	\$ -	\$ -
TOTALS	\$ -	\$ -	\$ -

#### FFY 2026

Agency	Local	5303	Totals
City of Helena	\$0.00	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00	\$0.00

\*The Greater Helena Area MPO did not allocate 5303 funds in FFY25.

\*\* Local match provided by City of Helena

\*\*\*5303 Funds: 80% federal share, 20% local match.

#### Functional Agency Responsibility

The City of Helena will be responsible for supporting future transit planning and development.

### 03 Current Service Analysis and Enhancement

#### Objectives

To improve service, ridership, and effectiveness of the existing transit system.

#### Accomplishments in FFY 2025

The Greater Helena Area Metropolitan Planning Organization (MPO) did not allocate Federal Transit Administration (FTA) 5303 funds within the Fiscal Year 2025 Unified Planning Work Program (UPWP). Consequently, there are no accomplishments to report that utilized federal transportation planning funding.

#### Proposed Activities in FFY 2026

Functions necessary in support of planning and development of enhancements to the current systems will be performed under this work element. These activities necessitate the needs for route development and planning, which is split between this element and future service enhancements. Activities are as follows:

- Continue to develop and implement criteria for required items and make changes to amenities as needed; make recommendations on funding priorities.
- Continue development and implementation of education and outreach strategies to guide market research, promote public awareness, and engagement to increase ridership.
- Develop and implement further education and outreach programs to increase partnerships and other forms of participation.
- Develop, prepare, and update data for publishing.
- Procurement and implementation of further technology enhancements to the existing technology solutions system to gather data, improve efficiency, provide further customer conveniences, and enhance safety.
- Finalize automated passenger counter implementation and audit plan for approval of data reporting with the National Transit Database (NTD).
- Assessment of current personnel usage for areas of improvement in utilization of resources and effectiveness; evaluate effectiveness of current operator staffing levels in support of Transit Development Plan recommended service implementation.
- Maintain monthly ridership figures and summary figures for effective decision-making, complete related National Transit Database reports.
- Solicit and record public reaction to any modified routes, schedules, education efforts, and technology enhancements.
- Assessment of current budgetary impact of recommended improvements.

#### Product

- Information relating to potential enhancements to existing service and system.
- Recommendations for immediate improvements.
- Information and recommendations on passenger education and outreach
- Analysis of current system functions.
- Budget alternatives.

#### Staffing

0 hours City of Helena

#### Staffing Hours – Current Service Evaluation & Analysis

CITY OF HELENA POSITIONS	HOURS
Capital Transit Manager	0
Total City of Helena	0
Total	0

#### Funding – Current Service Evaluation & Analysis

FFY 2025\*

Agency	Local	5303	Totals
City of Helena	\$ -	\$ -	\$ -
TOTALS	\$ -	\$ -	\$ -



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FFY 2026

Agency	Local	5303	Totals
City of Helena	\$0.00	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00	\$0.00

\*The Greater Helena Area MPO did not allocate 5303 funds in FFY25.

\*\* Local match provided by City of Helena

\*\*\*5303 Funds: 80% federal share, 20% local match.

#### Functional Agency Responsibility

The City of Helena will be responsible for support of planning and development of enhancements to the current system.

#### 44.25.00 TRANSIT IMPROVEMENT PROGRAM

##### 01 Transit Improvement Program (TIP)

#### Objectives

To maintain a viable five-year program of transit improvements for the Greater Helena Area MPO.

#### Accomplishments in FFY 2025

The Greater Helena Area Metropolitan Planning Organization (MPO) did not allocate Federal Transit Administration (FTA) 5303 funds within the Fiscal Year 2025 Unified Planning Work Program (UPWP). Consequently, there are no accomplishments to report that utilized federal transportation planning funding.

#### Proposed Activities in FFY 2026

Functions necessary in support of transit related project inclusion in the Transportation Improvement Program will be performed under this work element. Activities are as follows:

- Capital Transit will develop and compile information on operating and capital projects for which Capital Transit plans to utilize grant assistance for inclusion in the TIP; this includes utilizing and updating Capital Transit's TAM and TDP, and other plans as required.
- All applicable projects will be provided to the MPO for inclusion in the program.
- Staff will monitor inclusion in the TIP and STIP to ensure ability to obtain federal Sections 5307, 5310 & 5339 and other applicable grants are not affected.

#### Product

- Monitoring of plans including Transit Asset Management, the Transit Development Plan, and other relevant plans for related projects.
- Annual inclusion of projects in TIP as necessary per FTA regulations.
- Creation and amendments to TIP as necessary to include new projects.

#### Staffing

0 hours City of Helena

Staffing Hours - TIP

CITY OF HELENA POSITIONS	HOURS
Capital Transit Manager	0
Total City of Helena	0
Total	0

CONSULTANTS:

City of Helena	
\$9,846.22	Transit Improvement Plan
\$9,846.22	TOTAL

Funding - TIP  
FFY 2025\*

Agency	Local	5303	Totals
City of Helena	\$ -	\$ -	\$ -
TOTALS	\$ -	\$ -	\$ -

FFY 2026

Agency	Local	5303	Totals
City of Helena	\$1,969.24	\$7,876.97	\$9,846.22
TOTALS	\$1,969.24	\$7,876.97	\$9,846.22

\* Greater Helena Area MPO was designated by the governor in October 2023.

\*\* Local match provided by City of Helena

\*\*\*5303 Funds: 80% federal share, 20% local match.

Functional Agency Responsibility

Capital Transit will provide transit-related information to the City of Helena for the MPO's inclusion in the TIP document.

#### 44.27.00 OTHER ACTIVITIES

##### 01 Implementation of the Americans with Disabilities Act (ADA)

###### Objectives

Work jointly with City of Helena, City of East Helena, County of Lewis and Clark, MDT and interested social service agencies to continue development of a coordinated transportation system for older adults and persons with disabilities. Provide technical assistance to the above agencies to encourage the most efficient use of community resources for specialized transportation and analyze criteria and orchestrate community participation in the development of a system ADA plan to include both accessible fixed-route service and comparable paratransit service, in a timely manner.

###### Accomplishments in FFY 2025

The Greater Helena Area Metropolitan Planning Organization (MPO) did not allocate Federal Transit Administration (FTA) 5303 funds within the Fiscal Year 2025 Unified Planning Work Program (UPWP). Consequently, there are no accomplishments to report that utilized federal transportation planning funding.

###### Proposed Activities in FFY 2026

- Continue to research and develop the use of FTA funding as provided in the IIJA Act.
- Increase efforts to provide outreach and education for social service professionals in the community and with senior groups.
- Continue to evaluate and update the Title VI Plan as needed.
- Review transportation projects including both new construction and retrofits with special consideration of provisions to meet planning goals related to older adults and persons with disabilities such as connectivity and accessibility in the public right of way.
- Provide accessibility accommodation at public meetings, walk audits, and other meetings as necessary.

###### Product

The proposed activities will ensure continued coordination of all specialized transportation activities.

###### Staffing

0 hours City of Helena

###### Staffing Hours – Implementation of ADA

CITY OF HELENA POSITIONS	HOURS
Capital Transit Manager	0
Total City of Helena	0
Total	0

Funding – Implementation of ADA  
FFY 2025\*

Agency	Local	5303	Totals
City of Helena	\$ -	\$ -	\$ -
TOTALS	\$ -	\$ -	\$ -

FFY 2026

Agency	Local	5303	Totals
City of Helena	\$0.00	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00	\$0.00

\*The Greater Helena Area MPO did not allocate 5303 funds in FFY25.

\*\* Local match provided by City of Helena.

\*\*\* 5303 Funds: 80% federal share, 20% local match.

Functional Agency Responsibility

The City of Helena will continue to coordinate the development of a coordinated transportation system and community participation.

## TRANSIT FUNDING

TABLE 1: TRANSIT FUNDING SUMMARY  
FEDERAL FISCAL YEAR 2026

WORK ELEMENT	FUNDING SOURCES FY 2026			STAFF HOURS
	5303*	LOCAL	EST. COST	
44.21.00 Program Support & Administration				
01-Transit System Management (TSM)	\$15,877.94	\$3,969.48	\$19,847.43	0
44.24.00 Short Range Transp. Planning				
01-Transit Development Plan (TDP)	\$26,048.04	\$6,512.01	\$32,560.05	0
02-Future Service Analysis and Enhanc.	\$	\$	\$	0
03-Current Service Analysis and Enhanc.	\$	\$	\$	0
44.25.00 Transportation Improvement Prog.				
01-TIP	\$7,876.80	\$1,969.24	\$9,846.22	
44.27.00 Other Activities				
01-Implementation of the ADA	\$	\$	\$	0
TOTAL	\$49,802.78	\$12,450.73	\$62,253.70	0

\*5303 Funds: 80% federal share, 20% state share.

TABLE 2: TRANSIT FUNDING COMPARISONS

WORK ELEMENT	FY 2026 ESTIMATED COST	FY 2025 ESTIMATED COST
44.21.00 Program Support & Administration	\$0.00	\$0.00
01-Transit System Management (TSM)	\$19,847.43	\$0.00
44.24.00 Short Range Transp. Planning	\$0.00	\$0.00
01-Transit Development Plan (TDP)	\$32,560.05	\$0.00
02-Future Service Analysis and Enhanc.	\$0.00	\$0.00
03-Current Service Analysis and Enhanc.	\$0.00	\$0.00
44.25.00 Transportation Improvement Prog.	\$0.00	\$0.00
01-TIP	\$9,846.22	\$0.00
44.27.00 Other Activities	\$0.00	\$0.00
01-Implementation of the ADA	\$0.00	\$0.00
TOTAL	\$62,253.70	\$0.00

TABLE 3: TRANSIT FUNDING PERCENTAGES FEDERAL FISCAL YEAR 2026

WORK ELEMENT	5303	LOCAL	TOTAL
44.21.00 Program Support & Administration			
01-Transit System Management (TSM)	80	20	100
44.24.00 Short Range Transp. Planning			
01-Transit Development Plan (TDP)	80	20	100
02-Future Service Analysis and Enhanc.	80	20	100
03-Current Service Analysis and Enhanc.	80	20	100
44.25.00 Transportation Improvement Prog.			
01-TIP	80	20	100
44.27.00 Other Activities			100
01-Implementation of the ADA	80	20	100

TABLE 4: TRANSIT STAFF MONTHS BY WORK ELEMENT FISCAL YEAR 2026

WORK ELEMENT	Capital Transit Manager	MPO Manager	TOTAL M.M.
44.21.00			
01	0	0	0
44.24.00			
01	0	0	0
02	0	0	0
03	0	0	0
44.25.00			
01	0	0	0
44.27.00			
01	0	0	0
TOTAL	0	0	0

#### Allocation of Costs

Capital Transit will not be using 5303 funds for direct wages, direct benefits or costs. 5303 funds will only be used for consulting costs.

Federal Transit Administration Section 5303 funding is available at an 80% reimbursement rate, meaning the local to FTA funding ratio for all categories is 20% local, 80% federal.

APPENDIX A  
PUBLIC COMMENTS RECEIVED

MPO staff posted the draft of the Unified Planning Work Program on the City of Helena website with the agendas for TTAC and TPCC meetings on XX/XX/XXXX and X/XX/XXXX noting that the planned adoption of the document would take place on X/XX/XXXX. The vote on the final adoption by TPCC was XX/XX/XXXX. The attendance numbers below do not include committee members or staff present.

TTAC – XX/XX/XXX  
Attendance at Meeting: X  
Public Comments on Draft UPWP: X

TPCC – XX/XX/XXXX  
Attendance at Meeting: X  
Public Comments on Draft UPWP: X

# Memorandum

<b>To:</b>	Transportation Technical Advisory Committee
<b>From:</b>	MPO Manager
<b>Subject:</b>	Transportation Alternative (TA) Funding.
<b>Meeting Date:</b>	7/21/2025
<b>Agenda Item Type:</b>	Long-Range Transportation Plans
<b>Appendices</b>	<ul style="list-style-type: none"><li>• TA Fund Application</li><li>• TA Instructions</li></ul>
<b>Background</b>	<p>The Bipartisan Infrastructure Law (BIL) continues the Transportation Alternatives (TA) set-aside from the Surface Transportation Block Grant (STBG) program. Eligible applicants and projects for these set-aside funds include all capital improvement and pavement preservation projects that were previously eligible under the Transportation Alternatives Program established by the Moving Ahead for Progress in the 21st Century Act (MAP-21). This encompasses a variety of smaller-scale transportation projects, such as pedestrian and bicycle facilities, recreational trails, safe routes to school projects, community improvements like historic preservation and vegetation management, and environmental mitigation related to stormwater and habitat connectivity.</p> <p>Notably, non-profits are now eligible to apply, with project requests needing to go through the Metropolitan Planning Organization (MPO).</p> <p>The BIL allows MPOs to administer their own competitive application processes, with approval and oversight from the Montana Department of Transportation (MDT). Applications can come from entities within the MPO as well as from the MPO itself, particularly when there is funding that is not population-based.</p> <p>All submitted projects must meet federal and state eligibility guidelines and identify a local, federal, or state sponsoring agency. Private individuals and organizations may recommend a project provided it is sponsored by the relevant governmental agency. Examples of sponsoring agencies may include, but are not limited to, the City of Helena, the City of East Helena, Lewis and Clark County, and the Montana Department of Transportation.</p>



	<p>The Greater Helena Area MPO is responsible for determining and approving the correct process for collecting TA applications, including the timeline, scoring committee, and other pertinent information.</p> <p>The Greater Helena Area MPO has been allocated \$1,349,833.00 in TA funding.</p> <p>On April 21, 2025, the Greater Helena Area Metropolitan Planning Organization (MPO) approved the procedure for soliciting applications for Transportation Alternatives (TA) Funds, along with the associated timeline and evaluation criteria. The Committee requested that the Transportation Planning Coordinating Committee (TPCC) consider formal approval of this TA process.</p> <p>On May 12, 2025, the TPCC approved the Transportation Alternatives Procedures.</p> <p><b>UPDATE: August 2, 2025 TA Applications are due. As of date, no applications have been turned in.</b></p>
<b>Recommendation</b>	The MPO Manager recommends following the proposed schedule provided below.
<b>Unresolved Issues:</b>	Not Applicable
<b>Alternatives:</b>	Not Applicable
<b>Fiscal Effects:</b>	None

#### Proposed Schedule

May 19, 2025	Call for Applications is released
August 1, 2025	Application Deadline
August/September 2025	Tentative awarded projects
November/December 2025	Funding, Construction & Maintenance Agreements are executed for each project
January 2026	Project development begins
2027-2029	Project bidding and construction