



## BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

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Jamey Tesler, MassDOT Secretary and CEO and MPO Chair  
Tegin L. Teich, Executive Director, MPO Staff

### ***TECHNICAL MEMORANDUM***

**DATE: November 3, 2022**  
**TO: Unified Planning Work Program Committee**  
**FROM: Srilekha Murthy, UPWP Program Manager**  
**RE: Recommended Revisions to the Unified Planning Work Program (FFY 2023)**

This memo contains Metropolitan Planning Organization (MPO) staff recommendations for Adjustment One modifications to the federal fiscal year (FFY) 2023 Unified Planning Work Program (UPWP) budget. This memo contains adjustments to the Metropolitan Area Planning Council (MAPC) budget, which is found in Chapter 7 of the document.

The reason for this adjustment is to reflect updated numbers from MAPC as program and line-item needs have evolved since the approval of the FFY 2023 UPWP in August 2022. When staff prepare the UPWP, they estimate budgets based on information available at the time. This often means that first-quarter adjustments may be necessary to bring program and line-item budgets in line with anticipated work for the next fiscal year. The Federal Highway Administration allows an adjustment of not more than 25 percent of each budget line item. This proposed adjustment falls below the 25 percent threshold and as shown in Table 1, the adjustment has a net positive impact on the overall UPWP budget.

Thank you for your time in reviewing these recommended adjustments. MPO staff will be happy to discuss and answer any questions from UPWP Committee members. After a discussion, staff hopes the Committee agrees with these recommended adjustments, and votes to approve Adjustment One to the FFY 2023 UPWP so it can then be brought to the full MPO for an endorsement vote.

**Civil Rights, nondiscrimination, and accessibility information is on the last page.**

**Table 1  
FFY 2023 UPWP Adjustments**

<b>Project Number</b>	<b>Project Name</b>	<b>Approved FFY 2023 Budget</b>	<b>Total Adjustments</b>	<b>Proposed FFY 2023 Budget</b>
MAPC1	Corridor/Subarea Planning Studies	\$213,000	\$40,518	\$253,518
MAPC2	Alternative-Mode Planning and Coordination	\$218,509	\$20,000	\$238,509
MAPC3	MetroCommon 2050	\$105,000	\$10,000	\$115,000
MAPC4	Land Use Development Project Reviews	\$94,696	\$1,000	\$95,696
MAPC5/2423	Community Transportation Technical Assistance Program	\$48,156	\$0	\$48,156
MAPC6	MPO/MAPC Liaison and Support Activities	\$175,000	\$10,000	\$185,000
MAPC7	UPWP Support	\$12,000	\$2,000	\$14,000
MAPC8	Land Use Data and Forecasts for Transportation Modeling	\$105,000	\$10,000	\$115,000
MAPC9	Subregional Support Activities	\$214,000	\$6,000	\$220,000
	<b>Grand Total:</b>	<b>\$1,185,361</b>	<b>\$99,518</b>	<b>\$1,284,879</b>

FFY = Federal Fiscal Year. MAPC = Metropolitan Area Planning Council.

The Boston Region Metropolitan Planning Organization (MPO) operates its programs, services, and activities in compliance with federal nondiscrimination laws including Title VI of the Civil Rights Act of 1964 (Title VI), the Civil Rights Restoration Act of 1987, and related statutes and regulations. Title VI prohibits discrimination in federally assisted programs and requires that no person in the United States of America shall, on the grounds of race, color, or national origin (including limited English proficiency), be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination under any program or activity that receives federal assistance. Related federal nondiscrimination laws administered by the Federal Highway Administration, Federal Transit Administration, or both, prohibit discrimination on the basis of age, sex, and disability. The Boston Region MPO considers these protected populations in its Title VI Programs, consistent with federal interpretation and administration. In addition, the Boston Region MPO provides meaningful access to its programs, services, and activities to individuals with limited English proficiency, in compliance with U.S. Department of Transportation policy and guidance on federal Executive Order 13166.

The Boston Region MPO also complies with the Massachusetts Public Accommodation Law, M.G.L. c 272 sections 92a, 98, 98a, which prohibits making any distinction, discrimination, or restriction in admission to, or treatment in a place of public accommodation based on race, color, religious creed, national origin, sex, sexual orientation, disability, or ancestry. Likewise, the Boston Region MPO complies with the Governor's Executive Order 526, section 4, which requires that all programs, activities, and services provided, performed, licensed, chartered, funded, regulated, or contracted for by the state shall be conducted without unlawful discrimination based on race, color, age, gender, ethnicity, sexual orientation, gender identity or expression, religion, creed, ancestry, national origin, disability, veteran's status (including Vietnam-era veterans), or background.

A complaint form and additional information can be obtained by contacting the MPO or at [http://www.bostonmpo.org/mpo\\_non\\_discrimination](http://www.bostonmpo.org/mpo_non_discrimination).

To request this information in a different language or in an accessible format, please contact

Title VI Specialist  
Boston Region MPO  
10 Park Plaza, Suite 2150  
Boston, MA 02116  
[civilrights@ctps.org](mailto:civilrights@ctps.org)

**By Telephone:**

857.702.3700 (voice)

For people with hearing or speaking difficulties, connect through the state MassRelay service:

- **Relay Using TTY or Hearing Carry-over:** 800.439.2370
- **Relay Using Voice Carry-over:** 866.887.6619
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For more information, including numbers for Spanish speakers, visit <https://www.mass.gov/massrelay>.