



Unified Planning Work Program (UPWP)

Federal Fiscal Year 2026
(October 1, 2025 – September 30, 2026)

Prepared by:

Missoula Metropolitan Planning Organization

And

Missoula Urban Transportation District

In cooperation with

City of Missoula, Montana

County of Missoula, Montana

Montana Department of Transportation

Federal Highway Administration

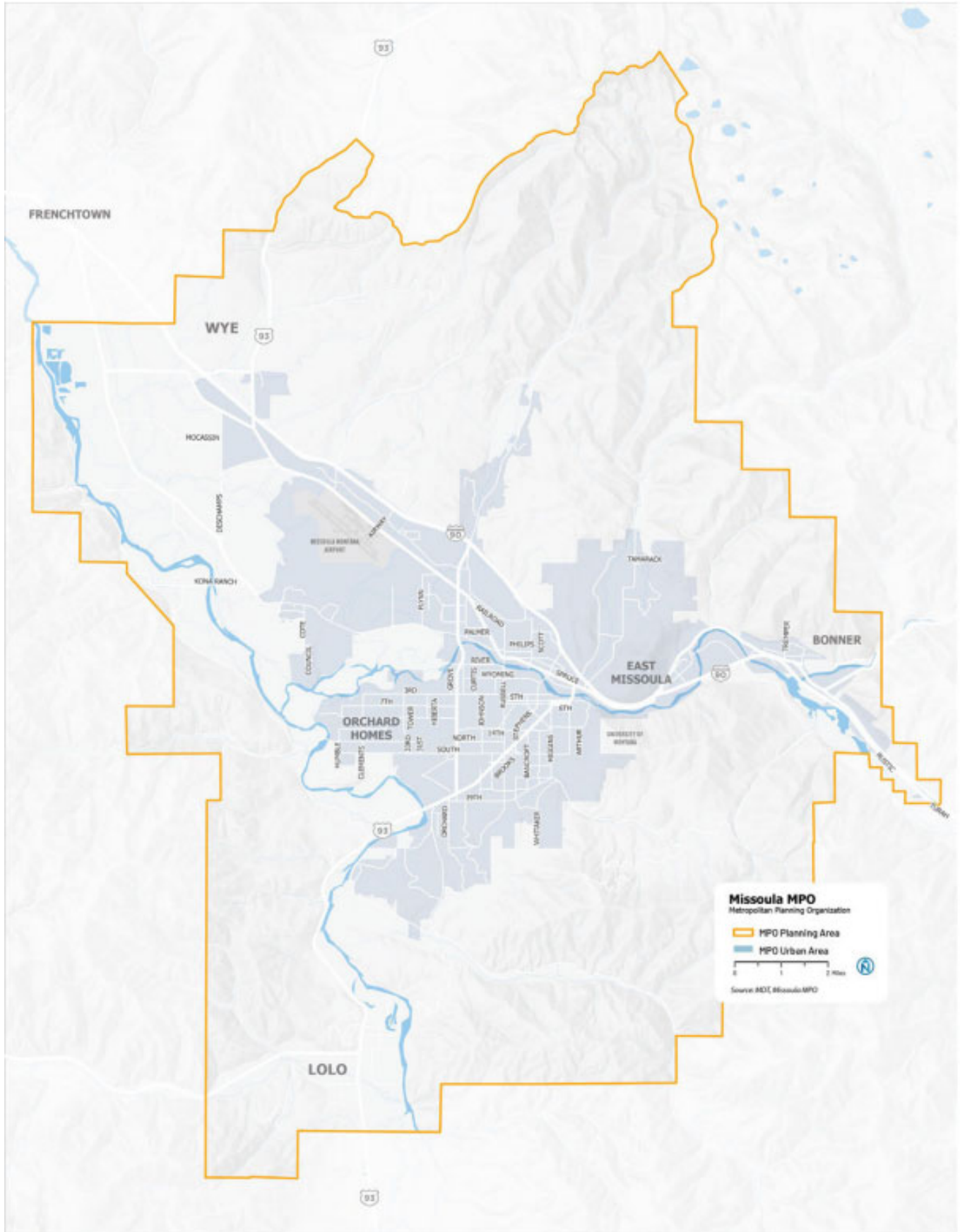
Federal Transit Administration

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TABLE OF CONTENTS

TABLE OF CONTENTS	3
SECTION 1—INTRODUCTION.....	5
Abbreviations & Acronyms Used in the Work Program.....	5
The Work Program and Its Purpose.....	7
Federal Guidance.....	7
Performance Measures.....	7
Complete Streets Planning.....	8
Public Involvement	9
SECTION TWO — WORK PROGRAM	10
41.11.00 Program Support and Administration.....	10
100 A Program Administration.....	10
100 B_Transportation Staff Training	11
100 C Interagency Cooperation.....	12
101 Unified Planning Work Program.....	16
102 Public Involvement and Service.....	17
41.13.01 Long Range Planning—System Level	20
300 Long Range Transportation Plan Update	20
301 Metropolitan Planning Area Transportation Plans	22
302 Transportation Data.....	26
303 Transportation Options – Education and Outreach	29
304 Travel Demand Modeling.....	31
41.14.00 Short Range Transportation Planning	32
500 Planning for Older Adults and Persons with Disabilities.....	32
501 Transit Systems Management (TSM)	34
502 Implementation of 2026 Transit Service Plan (TSP).....	35
503 Federal Grant Funding.....	37
Funding 503-Federal Grant Funding.....	37
41.15.00 Transportation Improvement Program (TIP)	38
600 Transportation Improvement Program (TIP).....	38
41.27.00 Clean Air Planning.....	40
700 Air Quality and Environmental Planning	40
41.27.00 Implementation of the Americans with Disabilities Act (ADA)	42
703 Implementation of the ADA	42
41.17.00 Other Activities	43
900 Reserve	43
SECTION 3 — COST ALLOCATION PLAN.....	44
TABLE 1 – FFY 2025 Funding Summary	45
TABLE 2 – FFY 2026 Funding Prorations.....	46
Appendix A: Public Comment Received	47

MPO Boundaries



Section 1—Introduction

Abbreviations & Acronyms Used in the Work Program

APA	American Planning Association
ATP	Active Transportation Plan
CPDI	Community Planning, Development, & Innovation Department
CTSP	Community Transportation Safety Plan
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 to 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 21 st Century, or MAP-21.
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.
L RTP	The Long Range Transportation Plan is the 30-year planning document for the Missoula Metropolitan Planning Area. The MPO updates the L RTP at a minimum every four years through an extensive consultation process to address multimodal transportation needs and investments.
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.
MIM	Missoula In Motion is a program that provides public outreach and education services to promote the use of transit, ridesharing, bicycling and walking.
MRTMA	Missoula-Ravalli Transportation Management Association
MUTD	Missoula Urban Transportation District (Mountain Line)
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).
PWM	City of Missoula Public Works & Mobility houses the staff for the Metropolitan Planning Organization
STAC	Specialized Transportation Advisory Committee
TDP	Transit Development Plan. The TDP is the strategic guide for public transportation in Missoula over the next 5 years and beyond. The TDP is MUTD's contribution to the Missoula Transportation Improvement Program (TIP).

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.
TO	Transportation Options
TPCC	Transportation Policy Coordinating Committee. The policy body for the MPO, TPCC is responsible for prioritizing Federal aid projects in the Missoula urbanized 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 Missoula area during the Federal Fiscal Year (FFY) that runs from October 1 through September 30. The Missoula Metropolitan Planning Organization (MPO) develops the UPWP annually for review and approval by local, state and federal transportation programs participants. The Missoula 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.

Federal Guidance

The 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. 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 and MAP-21's eight planning factors and two new factors. The MPO is required 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.
10. Reduce or mitigate stormwater impacts of surface transportation.

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 project selection.

Establishment of a performance- and outcome-based program was a key feature of MAP-21 and FAST Act and continues under the Infrastructure Investment and Jobs Act. The MPO worked to address performance measures as part of the 2025 LRTP update adopted by TPCC on July 22, 2025. 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, reliability of systems for reducing congestion, freight movement, environmental sustainability, and reduced delays in project delivery. Rather than establish independent performance measure targets for the Missoula MPO planning area, the Transportation Policy Coordinating Committee voted to support the state targets established by MDT on May 15, 2018.

The MPO supports the State targets for applicable performance measures for safety, pavement and bridge condition, system performance, freight, and CMAQ, and will support the Missoula Urban Transportation District (MUTD) for associated transit performance measures. 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 implementation of the 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 2018 CTSP (Intersections, Non-motorized, and Risky Behaviors), as well as track progress on current measures to reduce traffic fatalities and severe injuries.

Pavement and Bridge Condition

Ongoing 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. A Pavement Condition Assessment, last updated for all locally-maintained streets in 2020, will support efforts by the MPO, City and County to improve the efficiency of roadway maintenance efforts.

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

The MPO will continue to fund air quality research and analysis to ensure that plans, projects and other investments in our transportation system will contribute to improvements in Missoula's air quality. Funding will continue to support air quality analysis as part of the LRTP Update, and that the overall plan will reduce impacts to the region's air quality.

Complete Streets Planning

The IIJA includes new 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 these requirements if they can demonstrate adopted Complete Streets standards and policies and has developed an up-to-date Complete Streets prioritization plan. Currently, the Missoula MPO does not have an officially adopted Complete Streets policy, although the City does, and our Long-Range Transportation Plan does include

prioritized complete streets projects. Opting out of Complete Streets requirements must be submitted and approved by the Secretary no later than 30 days before funds are apportioned.

To meet the Complete Streets requirements for the 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 1 along with other programmed PL funding. Based on our PL allocations for FY2026, a minimum of approximately \$16,516 must be dedicated to Complete Streets activities. Each eligible activity is noted with a "*" under proposed 2026 activities.

Public Involvement

Development of the FFY 2026 UPWP included discussion at the June 2025 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 ran legal ads in The Missoulian newspaper on July 19, July 26, August 2, August 9, and August 16, noting the August 19, 2025 adoption date and stating that the draft UPWP was available to the public. The ads also listed the meetings where the public could comment on the draft UPWP:

- Transportation Technical Advisory Committee, August 7, 2025
- Transportation Policy Coordinating Committee, August 19, 2025

Final approval of the FFY 2026 UPWP was completed at the TPCC meeting on August 19, 2025.

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 two — work program

41.11.00 Program Support and Administration

100 A Program Administration

Objectives

Administer the transportation planning process as staff to the Missoula-area Metropolitan Planning Organization (MPO), as well as support the transportation planning activities in the City of Missoula Infrastructure & Mobility Division of Public Works & Mobility (PWM). Inform the Missoula Consolidated Planning Board, local governments, and public regarding transportation planning activities.

Accomplishments in FFY 2025

- MPO staff worked to assure conformance with federal, state, and local administrative requirements, as well as maintenance of transportation planning operations.
- Staff performed all administrative functions of the transportation planning work program.
- Program management activities included but were not limited to correspondence, public relations, employee guidance, program organization, consultant liaison, meetings with staff and other organizations, employee supervision, negotiations and preparation of contracts.
- Staff prepared quarterly progress and expenditure reports and transmitted those reports to MDT to maintain federal and state funding support.
- Staff updated the City of Missoula Transportation Planning website as needed:
<http://www.ci.missoula.mt.us/1465/Transportation-Planning>
- Staff maintained the Missoula MPO website: www.missoulampo.com
- General administrative activities included:
 - Assimilation of planning documents
 - Review of guidelines, regulations, legislation and codes
 - Maintenance of files, software, library documents, daily correspondence and MPO web page
 - Preparation of necessary periodic reports
- Administrative activities also included staff training, transportation committee documentation, various office tasks and updates of staff activities.

Proposed Activities in FFY 2026

- Under the interlocal agreement between the City and County of Missoula, the Infrastructure & Mobility Planning Division will continue to carry out federally mandated transportation planning activities in all portions of the Metropolitan Planning Area, both in and out of the Missoula city limits.
- MPO staff will perform all the 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, employee supervision, maintenance of the Missoula Infrastructure & Mobility Division and Missoula MPO web page regarding transportation planning activities, Title VI and non-discrimination assurance and conformance, and preparation of contracts and various office tasks. Activities will also include the preparation of quarterly progress and expenditure reports and transmission of reports to MDT to maintain federal and state funding support.
- The Missoula MPO began working on updating MPO agreements and MPO committee bylaws in FFY 2025. This effort is being completed to prepare a formal request for the Montana Department of Transportation (MDT) to obtain the Governor's approval of the Transportation Policy Coordinating Committee (TPCC) as the redesignated MPO for Missoula. These agreements, entered into by MDT, TPCC, Missoula County, City of Missoula, and the Missoula Urban Transportation District (MUTD), outline the respective roles, responsibilities, and commitments of

each party as they relate to the MPO. They formalize cooperative procedures for the development and sharing of information related to transportation performance measures and targets, the distribution of metropolitan planning funds, and the metropolitan transportation planning process. The agreements have been revised and taken through local approvals as the MPO prepares to request MDT's assistance to obtain the Governor's redesignation of the Missoula TPCC as the MPO for the Missoula Area.

Product

The proposed activities will continue the effective and expeditious implementation of an ongoing administrative program. Products include updated agreements and policies, quarterly reports and invoices, as well as annual maintenance agreements for MPO TransCad software, Eco-Visio Bike and Pedestrian Count Program equipment and Urban Traffic Count Program data collection equipment. Title VI assurance documentation will be provided and updated as needed.

Updated MPO agreements: anticipated completion by end of Quarter 1 of FFY 2026 dependent on receiving the final signed documents, posting on website for public access and distribution to partner agencies.

100 B_Transportation Staff Training

Objective

Keep transportation staff skills current and maintain staff exposure to current best practices and technologies related to transportation planning, safety, transportation demand management and other related activities.

Accomplishments in FFY 2025

MPO staff participated in virtual and in-person conferences on transportation planning topics including:

- Attendance of National Association of City Transportation Officials Conference
- Attendance of Montana Association of Planners Conference
- Attendance of Transportation Research Board Conference
- Attendance of Association of Association of Metropolitan Planning Organization Conference
- Attendance of American Planning Association Conference
- Missoula in Motion staff attended Association of Commuter Transportation Conference
- Missoula in Motion staff attended a one and a half day training on social media marketing called Outdoor Marketing Bootcamp

MUTD staff participated in webinars and training courses including:

- APTA Marketing, Communications and Customer Experience Workshop & Conference, Peer Review program, Safety and Risk Management Seminar, Transform, Transit Ballot Measures Workshop, various webinars
- CTAA Small Urban Network Conference, CTAA Legislative Meeting, CTAA Annual Meeting and EXPO
- Montana Transit Association Spring Meeting
- Clever Devices training
- FTA 5010, 9050 and 9070 circular updates and highlight videos
- FTA National Transit Workforce Conference
- FTA Safety Rules

- Government Finance Officers Association (GFOA) continuing education webinars and networking events
- MDT Language Assistance Programs Operator Training
- NTI National Transit Database (NTD) Training and Webinars
- Safety and Risk Management Seminar
- Safety and security training refresh with focused information per department/position
- Supervisor ADA eligibility workshops
- Washington State Transit Association (WSTA) Transit's Next Leader Institute program, Emerging and Advanced

Proposed Activities in FFY 2026

- MPO & MUTD staff will participate in recognized and approved training programs and webinars to improve staff skills and capabilities.
- Continue to maintain memberships in professional associations, such as American Planning Association, American Institute of Certified Planners, and Association of Metropolitan Planning Organization.
- MPO staff will maintain planning expertise through enrollment in transportation planning, transportation demand modeling and air quality analysis training.
- MPO staff will continue pursuing training and innovative practices related to complete streets.*
- MPO staff will continue to obtain prior approval of MDT before attending any conferences that require out-of-state travel.
- MUTD will continue to maintain membership in APTA, CTAA, and the Montana Transit Association.
- MUTD will host a state-wide TSI Supervisors certification course.
- MPO staff will attend the Montana Association of Planners conference.
- MUTD staff will participate in APTA conferences to stay up to date on best management practices, legislation, technologies, and implementation strategies.

Product

The proposed activities will help to ensure a well-informed and competent staff. MUTD staff will attend APTA Tech and APTA Transform in Quarter 1 of FFY 2026, APTA Communications and Marketing and CTAA Legislative Fly-In in Quarter 2, APTA CEOs Seminar in Quarter 3, and CTAA Small Urban Network in Quarter 4. Other trainings and workshops will be attended throughout the year.

100 C Interagency Cooperation

Objective

Maintain contact with, provide input to and receive feedback from various local, regional, state and federal agencies, committees and groups.

Accomplishments in FFY 2025

MPO Staff:

- Participated in the Transform Brooks BRT planning project to ensure coordination with the MPO and member agencies such as MDT.
- Worked with City and County staff on MDT coordination and partnering efforts.
- Worked with the City of Missoula to develop a Street Typologies Chapter for the City of Missoula 2045 Landuse Plan
- Coordination with Montana Department of Transportation tracking and monitoring of statewide targets for federal performance measures

MPO and MUTD staff members actively participated in numerous meetings including:

- Bicycle/Pedestrian Advisory Board*
- City and County Development Review Teams*
- City Council and Board of County Commissioners
- APTA ZEB Safety Group
- CTAA SUN Member Meetings
- Federal Highway Administration
- Housing Policy Steering Committee
- Small MPO and Transit Provider Coordination Meetings
- Midtown Association Master Plan Implementation Committee Meetings
- Missoula Consolidated Planning Board and City Council committees
- Missoula Downtown Association
- Missoula Economic Partnership
- Missoula Invest Health
- Missoula Parking Commission Advisory and Technical Assistance Committees
- Small Urban Transit & MPO Meet-Up
- Missoula Chamber of Commerce
- Missoula County Employee Benefits Plan Advisory Meeting
- Missoula County Zoning Code Update Steering Committee
- Climate Smart Missoula
- Community Forum
- CTSP Emphasis Area Teams
- CTSP Transportation Safety Advisory Committee
- Downtown Master Plan Implementation Committee
- Missoula Downtown Association Master Plan Implementation Committee
- Missoula Redevelopment Agency
- City and Montana Department of Transportation coordination meetings
- County and Montana Department of Transportation coordination meetings
- Mountain Line Board of Directors Planning and Service Committees
- Neighborhood/homeowner associations and council meetings
- Specialized Transportation Advisory Committee (STAC)
- Three Rivers Collaborative
- Transportation Options Consortium
- TTAC and TPCC
- TTAC Grant Sub-committee
- North Riverside Parks & Trails Master Plan Steering Committee
- Scooter Share Planning (MUTD & City of Missoula)
- APTA operations and legislative meetings
- The COAD Task Force for the Homeless
- At-Risk Housing Coalition Meeting
- ASUM outreach effort meeting
- Human Trafficking Task Force Meeting
- VA Transportation Coordination
- UDASH Team Communications Outreach
- Missoula In Motion Communication Plans
- Missoula Aging Services
- MTA Conference
- MPO Survey Planning
- MTA Conference
- Long Range Transportation Plan (LRTP) update coordination with MUTD and consultant

- South Avenue SS4A grant award coordination*
- DowntownSAM project Work Group and Project Leadership Team meetings*
- Capital Improvement Projects (CIP) coordination
- Parks to Passes Grant App, previously Great American Rail Trail (GART), coordination
- Our Missoula Code Reform – Core Team
- PROST Blueprint Planning Tour (Midtown Area)
- US 93: Missoula to Florence Corridor Study, City of Missoula Transportation Planning
- UM Transit and Mountain Line
- Transform Brooks project meetings
- Northside/Westside Public Meetings*
- Climate Pollution Reduction Grant (CPRG) Coordination
- South Russell - Strategy/Coordination of Various Proposed Projects
- Scott St Project development meetings
- Missoula Economic Resilience Roundtable
- Growth Plan/Transportation Plans/Utility Plan Coordination
- Missoula Infrastructure Coalition meetings
- The Bus Coalition Board Retreat and monthly board meetings

Proposed Activities in FFY 2026

MPO staff will continue to:

- 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
- Continue to work with other MPOs and agencies to assess IIJA opportunities and challenges, including grant applications and implementation of rules implemented since adoption and approval of IIJA such as the required complete streets planning activities*
- Expand MPO participation with other agencies and groups, as required by the IIJA Act
- Work to incorporate IIJA Act performance measures into MPO transportation plans and programs*
- Coordinate transportation grant applications through the TTAC Grant Sub-committee*
- Continue to 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 City, County, and MDT on grant application activities
- In the development of the forthcoming Public Participation Plan Update, assess the role boards and committees in projects and plan to maximize quality of engagement and reach of information sharing

MUTD staff will continue to:

- Participate in interagency planning activities as needed
- Collaborate with City staff on transportation outreach; meet with public to solicit feedback, educate, and implement system changes; attend industry conferences; develop staff training for more effective public outreach
- Coordinate with MPO and other agency staff on new planning initiatives.
- Work one day a week at the MPO/City offices to foster 3-Cs. Collaborate on updating data, coordinate comments, and review infrastructure proposals. Develop interim documents to improve and expedite plan update process
- Complete and adopt the TOD RAISE grant planning study on Brooks Street.

- Work on the plan for MUTD's new Maintenance, Operations, and Administration Building (MOAB).
- Hold regular Meetings with the MPO, Midtown Association, Downtown Partnership, Missoula Economic Partnership, Missoula Infrastructure Coalition, City and County Planning.
- Participate in monthly meetings with FTA and regional administrators.

Product

The proposed activities will foster a continuing, cooperative and comprehensive ("3-Cs") planning process. Hosting and participating in collaborative committees and agencies will be maintained throughout the fiscal year (Quarters 1 though 4). Feedback will be provided as requests for input are made throughout the fiscal year (Quarters 1 – 4).

Staffing

3,089 hours Missoula Public Works & Mobility (PW&M)

1,111 hours – Missoula Urban Transportation District (MUTD / Mountain Line)

Complete Streets

A conservative estimated 5 percent of MPO staff time under Program Support and Administration will be supportive of eligible complete streets activities as outlined in IIJA, Section 11206(c), including "development of transportation plans..." (IIJA, section 11206(c)(3) and "regional...planning to address travel demand and capacity constraints through alternatives to new highway capacity, including through intercity passenger rail" (IIJA, section 11206(c)(4).

100 A, B and C

PWM POSITION	HOUR
Administrative Specialist Lead	1,730
Transportation Manager	655
Sustainability Specialist	150
Senior Planner	150
Senior Planner	150
Associate Planner	150
Business Manager	104

Total 3,089

MUTD POSITION	HOURS
Planning, Technology & Strategic Projects Director	250
General Manager	300
Operations Director	200
Finance Manager	80
Communications Specialist	130
Associate Planner	120
Transit Analyst	15
Accountant	16

Total 1,111

Non-personnel costs

PWM	
\$1,000	Printing
\$7,000	Office Supplies
\$5,000	Ads/Publications/Dues/ Subscriptions
\$10,000	Travel
\$5,500	Training
\$75,855	City of Missoula – Fixed Charge
\$105,855	TOTAL

Funding 100.A, 100.B, 100.C – Program Support & Administration

FFY 2026

Agency	PL	State	FTA	Local	Totals
PWM*	\$ 243,558	\$ 37,752	\$ 9,717	\$ 2,429	\$ 293,456
MUTD	\$ -	\$ -	\$ 42,994	\$ 10,748	\$ 53,742
TOTALS	\$ 243,558	\$ 37,752	\$ 52,710	\$ 13,178	\$ 347,198

* - Local match provided by MUTD.

Functional Agency Responsibility

The MPO will be responsible for administering the planning process. The MDT Planning Division and MUTD will be responsible for their respective administration and department operations.

101 Unified Planning Work Program

Objective

Define transportation and transportation-related planning activity, including air quality analysis, anticipated within the area during the coming year regardless of funding sources.

Accomplishments in FFY 2025

Staff developed a UPWP that described transportation and air quality planning activities for the Missoula area. Staff updated planning documents for future financial needs and UPWP reporting. One amendment to the FY2025 UPWP was developed and adopted to include funding for an update to the MPO's Public Participation Plan.

Proposed Activities in FFY 2026

The MPO will:

- Develop a UPWP that contains a task-by-task discussion of projects that are to be undertaken during the program year, funding and staffing information and a schedule for each project.
- Include complete streets reporting as required by IIJA Section 11206.
- Review the UPWP at the local, state and federal levels annually.
- Solicit public comment through TTAC and TPCC meetings regarding any proposed UPWP activity and incorporate such comments in the FFY 2026 UPWP.
- Submit quarterly reports and invoices on eligible PL activities throughout FFY 2026.

MUTD will:

- Continue to work with MPO staff to develop the UPWP annually and program transit-related planning activities and staff resources.
- Submit quarterly reports on eligible 5303 activities throughout FFY 2026.

Product

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

Staffing

320 hours – Missoula Public Works & Mobility (PWM)

42 hours - Missoula Urban Transportation District (MUTD / Mountain Line)

Complete Streets

While many of the activities and funding identified in the UPWP are dedicated to planning for and implementing complete streets, the development of the work plan itself does not constitute a complete streets activity based on our interpretation of IIJA Section 11206(c). Therefore, this work program element is not assumed to contribute to the required 2.5 percent of PL funding.

101

Funding 101 – Unified Planning Work Program (UPWP)

PWM POSITION	HOURS
Transportation Manager	50
Sustainability Specialist	20
Senior Planner	100
Senior Planner	100
Administrative Specialist Lead	50
Total	320

MUTD POSITION	HOURS
Accountant	24
General Manager	18
Total	42

Agency	PL	State	FTA	Local	Totals
PWM*	\$ 15,144	\$ 2,347	\$ 1,555	\$ 389	\$ 19,434
MUTD	\$ -	\$ -	\$ 1,449	\$ 362	\$ 1,812
TOTALS	\$ 15,144	\$ 2,347	\$ 3,004	\$ 751	\$ 21,246

* - Local match provided by MUTD

Functional Agency Responsibility The MPO will coordinate with MUTD to develop the UPWP.

102 Public Involvement and Service

Objective

Prepare and disseminate transportation-related information to the community.

Accomplishments in FFY 2025

MPO staff:

- Processed phone and walk-in requests. The data most often requested by agency officials and members of the public included: traffic counts; census data; the status of transportation projects; and IIJA Act information. Transportation staff generated reports and comments on transportation impacts of proposed subdivision and zoning proposals. Staff prepared and sent out e-newsletters concerning a wide range of transportation-related activities. The MPO supplied information for newspaper articles and Missoula's Transportation Options program. MPO staff updates and maintains transportation data published to the MPO website and shares the Missoula Urban Traffic Count data which is published annually by MDT (www.missoulampo.com/)
- Attended and presented at numerous public meetings with regards to transportation data, and existing plans & programs, such as the Common Good Neighborways Project.*
- Created interactive online engagement tools, using the MPO website, Engage Missoula, and online interactive maps to help gather public input on multiple projects, such as the Neighborhood Traffic Management Program and other planning activities.*
- Created tools and resources for virtual meetings, online engagement, and use of other individualized outreach efforts such as mailers and surveys to adapt outreach efforts for in person or virtual engagement.

- Completed work related to the Public Participation Plan for the Long-Range Transportation Plan update and completed all three phases of engagement processes.
- Assisted with the DowntownSAM Working Group, which provides advice and recommendations during design and construction of the RAISE grant project.*
- Completed work related to the Reserve Street Safety Action Plan engagement process, including phases 1 and 2 of the plan including stakeholder meetings, open houses, online engagement and a walking audit.

MUTD staff:

- MUTD participated in numerous planning processes, providing data and comments from a transit-related perspective for the Higgins Street Plan, Midtown Master Plan, and the RAISE Brooks Street Plan.
- MUTD met and continues to meet with local organizations to ensure transit is at the table and part of community solutions. MUTD employees attend and / or serve on the Missoula County Human Trafficking Task Force, the At-Risk Housing Coalition, the Homelessness Outreach Team open meetings, the Specialized Transportation Advisory Committee, the Missoula Downtown Association Board, the Missoula Midtown Association, and others.
- Staff regularly table at community events and work closely with Missoula in Motion and UDASH to do cross promotions of all sustainable transportation options in Missoula.
- MUTD continues to utilize 12 digital screens on board its electric buses to help further disseminate information about Mountain Line, including how to bike and bus, community services accessible by bus, and rider alerts.
- Staff held a live Reddit Ask Me Anything (AMA) event answering public transit and Mountain Line specific questions from the community covering a broad variety of subjects.
- Staff held a First Friday open house event providing information about being in the driver's seat with snacks and refreshments provided.
- Customer Service has been relocated to the transfer center to better assist riders with route navigation, transfers, lost item collection and more.

Proposed Activities in FFY 2026

- The MPO will continue to 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;
 - Revising land use plans, ordinances or regulations in order to assure consistency with the transportation planning goals of the LRTP*
- The MPO will provide transportation-related information and comments on proposed subdivision and zoning proposals
- 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 continue to disseminate and communicate information related to the implementation of the Long-Range Transportation Plan*
- Following the completion of the LRTP, the MPO will update its Public Participation Plan (PPP) in response to recommendations from the FHWA audit and insights gained from the LRTP process. The revised PPP will integrate innovative outreach and engagement strategies, with anticipated completion by Q2 of FY26. The MPO will work to develop a plan that provides clear strategic direction for public engagement, builds upon past outreach efforts, and increases clarity for

community members to understand how, when, and why to participate in transportation planning projects.

MUTD will continue to:

- Provide comments on development and annexation proposals and participate in Missoula urban area planning discussion to provide a transit perspective.
- Provide opportunities for public comment and feedback through its web site, social media and customer service line.
- Disseminate information on improved services and how to utilize the service.
- Assist the public with transportation needs.
- Respond to public inquiry requests as received.
- Attend community events and share updates.
- Coordinate, present at, and/or engage in public engagement across planning and project efforts.
- Improve the agency website and digital outreach efforts; modernize public-facing documents and improve digital accessibility of published material; grow the agency's photo and video library, including training materials for increased ridership; develop partnership programs to extend reach of agency publicity efforts

Product

Following the completion of the LRTP, the MPO will update its Public Participation Plan (PPP) in response to recommendations from the FHWA audit and insights gained from the LRTP process. The revised PPP will integrate innovative outreach and engagement strategies, with anticipated completion by Q2 of FY26. The MPO will work to develop a plan that provides clear strategic direction for public engagement, builds upon past outreach efforts, and increases clarity for community members to understand how, when, and why to participate in transportation planning projects.

Staffing

1180 hours – Missoula Public Works & Mobility (PW&M)

325 hours - Missoula Urban Transportation District (MUTD / Mountain Line)

Complete Streets

In FFY 2026, MPO staff is committing a large part of the public outreach efforts to provide information on various transportation projects like Downtown SAM, Reserve Street Safety Action, South Ave SS4A Safety Plan Update and other programmed and locally funded transportation projects. These efforts are based on a foundation of meeting mode split goals of the MPO through planning and constructing complete street projects that serve all modes. Therefore, a conservative estimate of 50 percent of staff time is planned for eligible complete street activities as described in IIJA Section 11206(c). Tasks that meet the complete streets requirements are noted above by an asterisk (*).

102

PWM POSITION	HOUR
Transportation Manager	100
Administrative Specialist Lead	100
Sustainability Specialist	80
Senior Planner	250
Senior Planner	500
Associate Planner	150
Total	1,180

MUTD POSITION	HOURS
Communications Specialist	200
General Manager	50
Planning, Technology & Strategic Projects Director	30
Transit Analyst	5
Associate Planner	40
Total	325

CONSULTANTS:

Public Participation Plan Update Planning Activities: \$15,000

Remaining contract costs in FFY 2026 for the Public Participation Plan Update Project

Funding 102 – Public Involvement and Service

Agency	PL	State	FTA	Local	Totals
PWM*	\$ 71,879	\$ 11,141	\$ 2,915	\$ 729	\$ 86,664
MUTD	\$ -	\$ -	\$ 10,000	\$ 2,500	\$ 12,501
TOTALS	\$ 71,879	\$ 11,141	\$ 12,916	\$ 3,229	\$ 99,164

* - Local match provided by MUTD

Functional Agency Responsibility

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

41.13.01 Long Range Planning—System Level

300 Long Range Transportation Plan Update

Objective

Oversee the development, preparation and adoption of an updated LRTP as well as accompanying socio-economic and traffic data that address long and short-range transportation needs of the urbanized area and identify new transportation policies and facilities.

Accomplishments in FFY 2025

- Staff coordinated with community partners to plan and implement projects in the 2020 LRTP.*
- Staff monitored progress on completion of projects in the 2020 Missoula LRTP.
- Staff developed the 2025 LRTP update which built update the 2020 LRTP updates publicly informed goals and developed scenarios.
- MUTD Staff generated ridership reports for monthly and annual NTD reporting.
- MUTD Staff performed GTFS management, GIS analysis, data management, fixed route scheduling, mobile app management, and web map management.
- MUTD Staff has completed all MDT quarterly reporting to date.
- Staff continued to integrate the 2020 LRTP into the City of Missoula 2045 Our Missoula Land Use Plan and MUTD Transit Service Plan.
- Staff developed the *Missoula Connect 2025* Long Range Transportation Plan including project list update, project prioritization, financial projections, three phases of public engagement and performance measures assessment and final plan development.*
- MUTD Staff completed all elements involved in Transit Service Plan Update.

Proposed Activities in FFY 2026

The MPO will:

- Coordinate with agencies and organizations to plan for and implement projects in the 2025 LRTP.*
- Continue to integrate the 2025 LRTP Plan update into local land use and planning efforts to ensure coordinated planning outcomes.
- Continue to develop Data Dashboards to display performance measures, transportation projects and appropriate data and metrics.

Products

The proposed activities advance the MPO's 2025 Update of the Missoula Long Range Transportation Plan through implementation of identified near-term projects, programs and policies.

Staffing

1,550 hours Missoula Public Works & Mobility (PW&M)

Complete Streets

The foundation of Missoula Connect Long-Range Transportation Plan (LRTP) is based on achieving mode split goals and ensuring a complete multi-modal transportation system. As such, all activities related to updating the LRTP could be considered eligible under IIJA Section 11206(c)(2) & (3). However, since LRTP update activities are not specifically tracked based on complete streets purpose and scope, this UPWP uses an estimate of 50 percent towards the required 2.5 percent of PL funding. Focus in the 2025 update is anticipated to be on updating projects (including complete streets), policies, and meeting the needs of a growing region. The Travel Demand Model, since it takes a regional view of traffic and transportation growth, is assumed to meet the eligibility requirements of IIJA Section 11206(c)(4) "regional...planning to address travel demand and capacity constraints..." in the context of the LRTP update. Tasks that meet the complete streets requirements are noted above by an asterisk (*).

300

PWM POSITION	HOURS
Administrative Specialist Lead	100
Transportation Manager	450
Sustainability Specialist	100
Senior Planner	250
Senior Planner	250
Associate Planner	250
Temp -- Short-term hire	150
Total	1,550

Funding 300 – Long Range Transportation Plan Update

FFY 2026

Agency	PL	State	FTA	Local	Totals
PWM*	\$ 81,502	\$ 12,633	\$	\$ -	\$ 94,135
TOTALS	\$ 81,502	\$ 12,633	\$	\$ -	\$ 94,135

* - Local match provided by PWM

Functional Agency Responsibility

The MPO will be responsible for implementation of the 2025 Missoula Long Range Transportation Plan Update.

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 corridor plans, neighborhood transportation plans and transportation facilities master plans. Identify new transportation policies and facilities for implementation in the MPA.

Metropolitan Planning Area transportation plans are components of the LRTP and the overall transportation planning process. Transportation, land use and growth management planning are integrally related. These processes have demonstrated that proximity to designated urban service areas will determine which areas will be the fastest growing in the Missoula region. The MPA area plans and the LRTP update process will share transportation analysis to ensure proactive planning for the region.

Accomplishments through FFY 2025

Downtown SAM Grant Project:

In Q2 of FFY 2023, staff submitted a RAISE grant application that included Higgins, Front/Main two-way restoration, riverfront trail improvements, and downtown accessibility features. The grant was awarded in Q4 of 2023, with a grant agreement finalized in FFY 2024. The grant includes the two key projects included below. In FFY 2025 the Downtown SAM Grant Project made progress through production and review of alternative designs and project construction phasing strategy. The project will continue through stages of development with continued input from the Downtown SAM working group. DowntownSAM includes the two key project components as well as trail and ADA accessibility components*:

Higgins Avenue Corridor Plan: MPO staff continued to plan for and implement the Higgins Avenue Corridor Plan over the last 3 federal fiscal years. The Corridor Plan was finalized and adopted in FFY 2023, using input from the steering committee, MDT, TTAC, TPCC, and City Council. In Q2 of FFY 2023, staff submitted a RAISE grant application that included Higgins, Front/Main two-way restoration, riverfront trail improvements, and downtown accessibility features. In FFY 2025 updated design alternatives were produced and reviewed to meet project goals and funding limitations.*

Front/Main Conversion: MPO staff continued coordination with the Missoula Redevelopment Agency to develop plans for the Front/Main Conversion, including several in person workshops to discuss construction design, submission of a successfully awarded RAISE grant application for the DowntownSAM project, and adoption of a Downtown SAM Grant Agreement. The Citizen Working Group met several times to provide guidance on project design and construction phasing strategy. In FFY 2025 updated design alternatives were produced and reviewed to meet project goals and funding limitations.*

South Avenue Safe Streets and Roads for All: MPO staff continued coordination with the City of Missoula to track project progress, including development and review of design alternatives, phases and timeline changes.*

Reserve Street Safety Action Plan: MPO staff managed the Reserve Street Safety Action plan including coordination with consultants and project management team and quarterly progress report development and billing management. The project has gone through the first two phases of development including existing conditions and strategies memorandum development along with two phases of engagement.*

Russell Street Regional Connector Project: MPO staff lead the application of a successfully awarded BUILD grant application for Russell Street.*

Bicycle Facilities Master Plan (BFMP)*

- MPO staff worked to implement recommended projects and policies in support of the BFMP.
- MPO staff monitored and implemented transportation elements of adopted comprehensive plans. Activities included using traffic model projections to determine future transportation needs, addressing non-motorized transportation needs and developing recommendations, working with the CPDI Permits staff to review land use patterns which are compatible with non-motorized and transportation option strategies.
- Per the City of Missoula Strategic Plan, MPO staff provided leadership, guidance and facilitation of growth discussions on transportation impacts of land use, water and air quality, economy, housing and zoning plans and policies with CPDI planning staff, City Council, neighborhoods and other affected jurisdictions.
- Staff participated in the TPCC, Downtown Master Plan Implementation Committee, City and County Development Review Teams.
- Staff assisted in planning for future infrastructure on a localized basis in rapidly growing areas.
- Staff participated in environmental review processes as they occurred.
- Staff implemented expansion of our bicycle facilities and neighborhood greenway network including development of over 30 quick-build intersection treatments, restriping of existing bicycle facilities across the Missoula network and addition of two new bicycle facility segments on Mount Ave t) and Turner St.*

Transportation Options Action Plan

- The project team developed a framework for implementation of the TO Action Plan as part of the Our Missoula Growth Policy and Code Reform process.

Grant Applications

- MPO staff contributed to a BUILD grant Mullan Area in Q2 of 2025 to help finish construction of the Mullan Area Roadway network involving several bike and pedestrian as well as vehicle-oriented roadway connections.

Proposed Activities in FFY 2026

The MPO will:

- Work with Federal, State, City and County staff on the development and implementation of a Planning Feasibility Study Program to assess projects identified in the Long-Range Transportation Plan (LRTP). This program is identified in the recently adopted LRTP update and will involve development of a process for documenting planning analysis of identified projects in the LRTP, and is intended to assist with future capital project budgeting, scoping, and prioritization. The program will yield summary studies that evaluate: project purpose and need, planning-level improvement concepts, alternatives and feasibility analysis, planning-level cost estimates, preliminary public engagement (if appropriate) and provide guidance for future design decisions and engineering phases such as NEPA documentation. Further, the projects may be analyzed for near and long-term construction methods, such as quick-build tools, with the intention of allowing more timely implementable low-cost construction approach. The program is aimed at creating efficiency for LRTP implementation processes and to provide clarity of project purpose and scope for planning and local capital improvement budgeting at the MPO, City and County. *

- Initiate an updated Safety Action Plan to replace the existing 2019 Community Transportation Safety Plan involving analysis of safety and relative transportation facilities data and production of new outputs for decision making.
- Work with the City of Missoula and Missoula County to implement the Electric Vehicle Infrastructure Plan. The partnership will include a split Transportation Planner position with funding from the MPO and City of Missoula Community Planning, Innovation and Development who will focus on implementing the EV plans, policies, and coordinate developing necessary infrastructure to support EV charging.
- Support implementation of the Midtown Master Plan, which will focus on the area along the Brooks Street Corridor, as well as on complete street and neighborhood greenway networks.*
- Support the Missoula County Wye Area Infrastructure Plan, providing funding and staff coordination to ensure adequate transportation infrastructure for planned future growth in the area.*
- Support and participate in the implementation of the City of Missoula Parks, Recreation, Open Space and Trails (PROST) Master Plan.*
- Continue to contribute to the code reform process involved in the Street Typologies chapter of the Our Missoula 2045 Landuse Plan.*
- Support the City of Missoula and Missoula County in evaluating the fiscal impacts of growth in the region. Results will support the MPO's efforts to ensure development of a sustainable and efficient transportation network.
- Support Big Sky Passenger Rail Authority efforts to evaluate the feasibility of restoring passenger rail service to the southern tier of Montana by supporting activities within the MPO planning area.*
- Participate in other regional rail and freight planning or grant activities impacting the Missoula MPO planning area.
- Oversee implementation of the CTSP and provide annual reports to MDT through the Transportation Safety Advisory Committee.
- Assist with and provide transportation expertise during preparation of neighborhood and area-based comprehensive plans, and local Growth Policies particularly as they address transportation needs and issues.*
- Monitor and implement transportation elements of adopted comprehensive plans.*
- Provide leadership, guidance and facilitation of transportation related discussions regarding land use, water and air quality, economy, housing and zoning with CPDI planning staff, City Council, neighborhoods and other affected jurisdictions.
- Participate in the Missoula Invest Health steering committee, assist with planning for increased healthy transportation options, coordination of data, and ensuring coordinated efforts.*
- Participate in an advisory capacity for various Missoula Redevelopment Agency projects, such as the Brooks Street TOD planning study and the North Reserve/Scott Street infrastructure plan.*
- Review and provide recommendations to design standards for public and private transportation infrastructure to improve implementation of transportation planning outcomes or policies.*
- Plan for future infrastructure on a localized basis in rapidly growing areas.*
- Integrate transportation planning consideration into environmental reviews as they occur.
- Support implementation of recommendations from the EPA Technical Assistance for North Reserve/Scott Street Area Plan.*
- Continue to coordinate and write grants for the region's transportation priorities, including Russell Street, North Reserve/Scott Street, Mullan BUILD, the Brooks Corridor, Reserve Street, electric vehicle infrastructure, and other grants for projects eligible for specific funding sources.
- Assist with the coordination and management of the South Ave SS4A, RAISE Downtown SAM, SS4A Reserve St.*
-

- Anticipated timeline for the SS4A Reserve St Grant:
 - Adoption in Q2 of 2026

The proposed activities will contribute to development or implementation of:

- A 2025 CTSP Annual Progress Report and 2025 Safety Plan Update
- Wye Infrastructure Plan
- Brooks Corridor BRT Feasibility Plan
- PROST Plan
- Electric Vehicle Infrastructure Plan Implementation
- Reserve Street Safety Action Plan

Staffing

1,910 Hours Missoula Public Works & Mobility (PW&M)

Complete Streets

The bulk of planned work for FFY 2026 includes complete streets eligible activities, such as implementation or development of plans that “create a network of active transportation facilities...” including “...facilities with public transportation service or improved access to public transportation” (IIJA Section 11206(c)(3)(A) & (B)), and “regional...planning to address travel demand and capacity constraints...including through intercity passenger rail” (IIJA Section 11206(c)(4)). While it can be difficult to estimate staff hours committed to these efforts, based on the anticipated primary project tasks of Reserve Street Safety Action Plan, Safety Action Plan Update and Project Feasibility Program a conservative 5 percent of staff time for Area Plans was used to calculate PL funding for the complete streets requirement. Tasks that meet the complete streets requirements are noted above by an asterisk (*).

301

PWM POSITION	HOURS
Administrative Specialist Lead	0
Transportation Manager	300
Sustainability Specialist	400
Senior Planner	430
Senior Planner	330
Associate Planner	300
Temp -- Short-term hire	150

Total 1,910

CONSULTANTS:

Grant Writing Assistance: \$50,000

Funding programmed for assistance in grant writing applications including design, cost estimates, writing and benefit/cost analysis production.

Funding 301 – Metropolitan Planning Area Transportation Plans

FFY 2026

Agency	PL	State	FTA	Local	Totals
PWM*	\$ 143,721	\$ 22,277	\$ -	\$ -	\$ 165,998
TOTALS	\$ 143,721	\$ 22,277	\$ -	\$ -	\$ 165,998

* - Local match provided by PWM

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.

Products:

The Planning Feasibility Study Program activities will result in a set of planning analysis tools for identified projects, which may include the following contents: statement of purpose and need; planning-level concepts or alternatives to address project and corridor needs, with identification of potential for quick-build or other lower cost improvements for near-term implementation; public outreach and neighborhood engagement; revised planning-level cost estimates; and, recommendations for next steps towards funding and implementation. MPO staff may work with local or state engineers to advance projects for prioritization in Capital Improvement Programs (CIP) or the Missoula Transportation Improvement Program (TIP) and will use Planning Feasibility Studies to assist with updating the LRTP project list for future plan amendments or updates. The proposed program schedule is as follows:

- Planning Feasibility Study process development and coordination with agency partners, including PL eligible activities: end of Quarter 1 of FFY 2026
- Selection and initiation of priority pilot projects using approved Planning Feasibility Study format and process: end of Quarter 2 of FFY2026
- Continued selection of near-term and medium-term projects from the LRTP for Feasibility Study, and assistance provided to City and County staff for priority local project inclusion in TIP and CIP budgets: end of Quarter 4 of FFY 2026

Safety Action Plan Update: This project will involve updating the Community Transportation Safety Plan, formerly completed in adopted in 2019. This update is aimed at providing reassessment of our transportation system's safety and aims to extend beyond the current CTSP with federally required Safety Action Plan requirements and may include elements commonly found in a Vision Zero Action Plan such as a list of projects and intersection through development of a high injury network. This project will be completed internally without consultant support.

- This project will kick off in Quarter 1 of FFY 2026 with internal stakeholder, boards and committee engagement opportunities, along with baseline safety data analysis.
- Phase 2 in Quarter 2 and 3 of FFY 2026. This phase will include public, stakeholder, board and committee engagement. This phase will include development of a safety and existing policies and practices memorandum.
- Phase 3 will involve development of a draft plan and will go through review and adoption processes through the public, stakeholders, boards and committees.
- The plan will likely undergo adoption in Quarter 1 of FFY 2027.

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 CPDI cartographers and GIS specialists.

Accomplishments in FFY 2025

- The MPO maintained and provided data to agencies and individuals.
- The MPO staff provided CPDI planning staff with traffic counts, population, housing and employment data to review subdivision and rezoning requests.

- MPO staff coordinated and processed City and County traffic counts related to the Missoula Urban Traffic Count Program (MUTCP).
- Other City and County staff requested and used traffic count data for design work.
- MPO staff updated the MPO website to provide transportation data in the form of Web Maps, reports, and other studies.
- MPO staff collected bicycle and pedestrian traffic data utilizing long-term automated counts, including permanent counters and mobile automated counters for locations throughout the MPO area.
- Volunteer bicycle and pedestrian counts.
- MUTD provided ridership, safety, and operational data to NTD.
- MUTD staff mapped new bus stops and prepped a bus stop needs analysis for new service.
- Staff planned for APC transition and long-term resolution to APC issues.

Proposed Activities in FFY 2026

The MPO will:

- Continue to collect bike/ped data utilizing automated bike/ped counters. The counters allow MPO staff to conduct the following studies: non-motorized traffic measurements along facilities not previously studied (e.g. popular local streets and Neighborhood Greenways); bike/ped counts at intersections to assess mode splits at specific intersections; pre-post bike/ped activity studies along facilities with planned non-motorized improvements to assess project impact.
- Produce a Missoula Bicycle and Pedestrian Report utilizing the volunteer, temporary and permanent bike/ped counts to evaluate changes in trends over time.
- Maintain socioeconomic and land use transportation data to supplement travel demand modeling.
- Submit Missoula Urban Area traffic count data to MDT by February 1.
- Work with City of Missoula, Missoula County and MDT to update Missoula local functional classification system based on work completed in the Street Typologies project.
- Capture and maintain travel demand model data for future uses including monitoring of plan progress.
- Coordinate with MDT to update the Missoula Urban Traffic Count Program (MUTCP).
- Increase the use of GIS programs to monitor and make available transportation-related data through an LRTP Data Dashboard.
- Continue to coordinate and provide data associated with the MUTCP.
- Continue the bike and pedestrians traffic counting program.
- Purchase of new urban traffic count program vehicle counter equipment including related tools and supplies.

MUTD will:

- Collect and analyze ridership data from the Automated Passenger Counter hardware and software
- Submit monthly ridership data to NTD and complete annual NTD reporting.
- Analyze data collected for ridership and services.
- Purchase newer data collection software to analyze ridership data further
- Perform GTFS and transit data management and updates.
- Perform Bus Stop inventory to document assets.
- Create and maintain central transit/transportation conditions, and performance annual report.
- Oversee ITS contractor's management, contracting, and product analysis.
- Use data to improve signage and public ridership materials

Product

The proposed activities will ensure updated records pertinent to all aspects of transportation planning, including data analysis and Safety Action Plan Update.

The following schedule estimates completion of MUTD activities:

- Automated Passenger Counter data is collected, verified, and submitted to the NTD for certification beginning in Quarter 1 of FFY 2026.
- Monthly ridership data is submitted to the NTD monthly (Quarters 1 through 4 of FFY 2026).
- Ridership data is analyzed and presented to the MUTD Board of Directors in Quarters 1 through 4 of FFY 2026.
- APC / ridership counting software will be implemented in Quarter 1 of FFY 2026.
- GTFS updates, data management, and Bus Stop inventory management is conducted on an on-going basis (Quarters 1 through 4 of FFY 2026).
- An annual performance report is expected in Quarter 2 of FY 2026.

Staffing

1,207 hours - Missoula Public Works & Mobility (PW&M)

440 hours - Missoula Urban Transportation District (MUTD / Mountain Line)

Complete Streets

Data collection and analysis can be used to support complete streets planning activities, however since those specific eligible activities are largely captured under other FFY 2026 UPWP work elements, none of the staff time or PL funds associated with this work element exceed the 2.5 percent PL funding requirement.

CONSULTANTS:

Transportation Count Data Equipment Purchases: \$83,500

Cost includes \$70,000 estimate for replacement of Urban Traffic Count Program counter replacement, including replacement of 32 counters and related equipment and supplies. This estimate also includes \$13,500 for contract costs associated with Eco-Visio brand bike and pedestrian counters and associate web-based software accounts.

Traffic Counter Replacement: The MPO needs to replace its existing urban traffic count program counter units as the current fleet has exceeded their useful lifespan. The city and county currently make use of 32 counting units and 3 software accounts to capture volumes, vehicle classification and complete speed studies. Replacing counters involves research into current options and initiation of purchase through a limited solicitation process. The MPO current has \$70,000 programmed for this purchased based on initial research into cost of these products. This work item will be completed by the end of Quarter 1 of FFY 2026

302

PWM POSITION	HOUR
Administrative Specialist Lead	0
Transportation Manager	67
Sustainability Specialist	200
Senior Planner	400
Senior Planner	400
Associate Planner	140

Total

1,207

FFY 2026 UPWP

MUTD POSITION	HOURS
Transit Analyst	200
General Manager	40
Associate Planner	120
Planning, Technology & Strategic Projects Director	60
Communications Specialist	20

Total

440

Funding 302 – Transportation Data

Agency	PL	State	FTA	Local	Totals
PWM*	\$ 135,760	\$ 21,043	\$ -	\$ -	\$ 156,804
MUTD			\$ 13,305	\$ 3,326	\$ 16,631
TOTALS	\$ 135,760	\$ 21,043	\$ 13,305	\$ 3,326	\$ 173,435

* - Local match provided by MUTD

** - The City and County are reimbursed \$4,902 and \$1,548, respectively, from PL funds for HPMS traffic counting.

Functional Agency Responsibility

The MPO, MDT, City and County of Missoula and MUTD will cooperate to ensure the efficient acquisition and analysis of transportation data.

303 Transportation Options – Education and Outreach

Objective

The MPO Manager oversees and implements programs that provide education and outreach to the public about various transportation options that result in a reduction of single-occupancy-vehicles and vehicle miles traveled throughout the Missoula urban area. These programs include Missoula In Motion (MIM) and the City Bicycle and Pedestrian Program, which both utilize Federal Congestion Mitigation and Air Quality funding through the MPO to provide the public, including individuals and businesses, information regarding the various modes of transportation available within the Missoula area. Biking, busing, walking and carpooling are part of a coordinated effort with other transportation partners such as Mountain Line, the Missoula Ravalli Transportation Management Association, the Missoula Parking Commission, and the Associated Students of the University of Montana.

Accomplishments in FFY 2025

- Administered and implemented the MIM and City Bicycle Pedestrian Program work plans, which include Community outreach to businesses, schools, advocacy organizations, etc.
- Continued to utilize RideAmigos to implement a comprehensive transportation options platform and new Missoula in Motion website including carpool matching, trip planning, school-pool, and trip-logging platform.
- Implemented Way to Go Missoula, Way to Go for Workplaces, Way to Go Mini-Grants, etc., which encourage the use of active transportation that reduces single-occupancy vehicle use.
- Conducted and participated in safety and education events related to transportation options, such as Night of Lights related to bicycle safety, Sunday Streets, City and County Health Fairs, Missoula County Public Schools events, Parks and Recreation bicycle classes, etc.
- Participated in planning and design of new roadway projects and scheduled maintenance of existing infrastructure as they pertain to cyclists and pedestrians to ensure compliance with long range plans and facilities master plans.
- Hosted monthly coordination meetings of the Transportation Options Consortium, which brings together transportation providers to discuss coordination and improvement of Transportation Options services, such as biking, walking, busing, and vanpool/carpool options. The Consortium is comprised of Transportation Options providers in the Missoula region.
- MPO staff continued to explore opportunities for implementing recommendations contained in the 2023 Transportation Options Action Plan.

Proposed Activities in FFY 2026

The MPO will:

- Continue to oversee and implement the MIM and Bicycle/Pedestrian Program work plans.
- Continue to participate in the Transportation Options Consortium, coordinated by the MPO.
- Provide strategic direction in Transportation Options program implementation.
- Continue coordination around integration of Transportation Options strategies in the City's Unified Development Code that facilitate affordable transportation, reduce the number of single-occupant vehicle trips and increase the knowledge of transportation options for Missoula residents.
- Continue Individualized Marketing efforts by providing Missoulians with transportation option resources and education.
- Continue implementation of the Transportation Options Action Plan and development of supporting guides.

Product

The proposed activities will assure continued public involvement, education and encouragement regarding transportation options.

Staffing

150 hours - Missoula Public Works & Mobility (PW&M)

Complete Streets

Transportation Options activities will support utilization and effectiveness of complete streets facilities, plans and policies; however, the activities identified in this work element do not directly lead to planning or policies identified as eligible under IIJA Section 11206(c). Therefore, none of the staff time is applied towards the 2.5 percent PL funding requirement.

303

PWM POSITION	HOURS
Transportation Manager	100
Senior Planner	50
Total	150

Funding 303 – Transportation Options

FFY 2026

Agency	PL	State	FTA	Local	Totals
PWM*	\$ 7,887	\$ 1,223	\$ -	\$ -	\$ 9,110
TOTALS	\$ 7,887	\$ 1,223	\$ -	\$ -	\$ 9,110

* - Local match provided by PWM.

Functional Agency Responsibility

The MPO will work with MIM, MRTMA, Parking Commission, Bicycle/Pedestrian Office, Mountain Line and the University of Montana to continue implementation.

304 Travel Demand Modeling

Objectives

Continue the enhancement and maintenance of the MPO's travel-demand model. The model assesses impacts of development proposals and multimodal transportation projects on the regional transportation system. Impacts may include, but are not limited to: vehicle miles traveled, mode choice, congestion and air quality. The model assists in regional, community and neighborhood planning processes by projecting transportation needs and impacts.

Accomplishments in FFY 2025

The MPO:

- Secured consultant services for updating the Travel Demand Model (TDM)
- Updated the TDM to include current land use, employment, transportation, and population data
- Incorporated increased sensitivity to non-motorized facilities and transit service in the TDM
- Prepared TDM for the 2025 Long Range Transportation Plan update

Proposed Activities in FFY 2026

The MPO will:

- As necessary, work on numerous model runs associated with new development areas and their impact on the transportation system.

Product

The proposed activities will ensure use of the travel demand model that includes existing, committed and recommended transportation projects for forecasting, air quality conformity and scenario modeling.

Staffing

350 hours Missoula Public Works & Mobility (PW&M)

Complete Streets

Travel Demand Modeling, much like Transportation Data, is supportive of complete streets planning and policy development, however the modeling that is more directly applied to eligible activities is already counted under Work Element 300 – Long Range Planning. Therefore, none of the PL funds programmed under Work Element 304 – Travel Demand Model are applied to the required 2.5 percent for complete streets.

304

PWM POSITION	HOURS
Sustainability Specialist	0
Senior Planner	200
Senior Planner	150
Total	350

CONSULTANTS:

Transportation Demand Model Assistance: \$5,000

Cost to cover expenses of on-called transportation demand model analysis assistance and training.

Funding 304 – Travel Demand Modeling

FFY 2026

Agency	PL	State	FTA	Local	Totals
PWM*	\$ 22,733	\$ 3,524	\$ -	\$ -	\$ 26,25
TOTALS	\$ 22,733	\$ 3,524	\$ -	\$ -	\$ 26,25

Functional Agency Responsibility

The MPO, MDT, City and County of Missoula, MUTD and ASUM Transportation will cooperate to ensure the efficient acquisition and analysis of modeling data.

41.14.00 Short Range Transportation Planning

500 Planning for Older Adults and Persons with Disabilities

Objectives

Work jointly with MUTD, City, County, 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. Recent population forecasts show that the number of persons 65 and over is increasing rapidly with a corresponding impact on transportation system needs.

Accomplishments in FFY 2025

- The MPO and MUTD provided staff support to the STAC, which included monitoring ridership, ranking requests for capital assistance, and responding to requests for information and providing technical assistance.
- The MPO worked with Missoula Aging Services on transportation issues related to older adults. Staff provided information to STAC regarding transportation projects and issues of particular concern to older people and persons with disabilities.
- The MPO assisted agencies requesting lift-equipped vehicles.
- The MPO continued supporting implementation of the ADA Transition Plan outlining facility improvement targets and costs.
- MUTD prepared MDT operating assistance applications, Missoula County funding requests, and met with Missoula County regarding specialized transportation needs and services.
- MUTD continued to provide Paratransit and Shuttle Van rides to qualifying older adult and person with disabilities.
- MUTD worked with Missoula Aging Services on transportation issues related to Paratransit and Shuttle Van service.
- MUTD Staff participated in rider scheduling, paratransit applications, reviews, and generated ridership data for paratransit.
- MUTD Staff participated in planning for accessibility, functional needs, special transportation services, and senior rider education and improvements.
- The MPO facilitated several interdisciplinary and inclusive walking audits with persons with disabilities and other stakeholder groups to continue addressing safety and accessibility concerns in the community.

Proposed Activities in FFY 2026

The MPO will:

- Continue to participate in STAC.
- 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.

- Support continued implementation of the ADA Transition Plan
- Continue holding walking audits for various regional planning projects.
- Provide for translators and other accessibility accommodations at public meetings, walk audits, and other meetings as necessary.

MUTD will:

- Continue to participate in STAC.
- Prepare operating assistance applications, Missoula County funding requests, and meet with Missoula County Commissioners regarding specialized transportation needs and services.
- Assist social service agencies with the procurement of accessible vehicles.
- Continue Shuttle Van and Paratransit Service, monitor changes, and conduct outreach and education to seniors regarding services available and bus rider training.
- Coordinate with local transportation providers in the Missoula Area and complete an annual coordinated service plan.
- Update Paratransit branding and community outreach to stakeholder groups who rely on accessible Mountain Line services

Product

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

Staffing

250 hours Missoula Public Works & Mobility (PW&M)

75 hours - Missoula Urban Transportation District (MUTD / Mountain Line)

Complete Streets

Planning for older adults and individuals with disabilities is related to complete streets planning and policy development through activities such as Inclusive Interdisciplinary Walk Audits and supporting accessibility of infrastructure (IIJA Section 11206(c)(3)(B), "to integrate active transportation facilities with public transportation service or improve access to public transportation"), and planning and policy around the accessibility of transit (IIJA Section 11206(c)(3)(D), "to increase public transportation ridership"). All MPO staff time for this work element is included in the calculation for the complete streets PL funding requirement.

500

PWM POSITION	HOURS
Transportation Manager	50
Senior Planner	100
Senior Planner	100

Total 250

MUTD POSITION	HOURS
Operations Director	40
General Manager	25
Communications Specialist	10

Total 75

CONSULTANTS:

Translators/Accessibility Meeting Accommodation: \$1,500

Funding 500 – Planning for Older Adults & Persons with Disabilities

FFY 2026

Agency	PL	State	FTA	Local	Totals
PWM*	\$ 11,710	\$ 1,815	\$ 2,526	\$ 632	\$ 16,683
MUTD	\$ -	\$	\$ 3,165	\$ 791	\$ 3,956
TOTALS	\$ 11,710	\$ 1,815	\$ 5,691	\$ 1,423	\$ 20,639

* - Local match provided by MUTD

The MPO and MUTD will work with other local, state and social service agencies to plan for older adults and persons with disabilities.

501 Transit Systems Management (TSM)

Objective

Develop transit marketing plan for FFY 2026; market research; specific marketing strategies; route and schedule improvements; facility maintenance; and operations, and personnel training.

Accomplishments in FFY 2025

- MUTD continued to implement marketing strategies to increase ridership and promoted general awareness of the public transit system. (Specific outreach examples are referenced in section 102.)
- The agency continued programs such as its special Saturday Market service, improving Saturday Market service with a set schedule and greater neighborhood reach.
- MUTD continued its use of Google Transit, which is accessible on multiple devices and helps riders plan their transit trips using Google Maps. It also provides a real-time passenger information system that allows live bus tracking and user subscription to text and email notifications of system schedules and notices.
- Maintained mobile app to include up-to-date bus stop closures and route detours.
- Updated system map for current service.
- Conducted training events with riders to use Paratransit scheduling software, which allows MUTD to maximize service efficiency and resulted in more rider scheduling control.
- Maintained and updated website and social media regularly.
- Provided public outreach through social media, press, and in person events.
- MUTD awarded a marketing contract based on the complete marketing audit and continue to develop the communications/marketing plan.

Proposed Activities in FFY 2026

MUTD will:

- Create and implement schedules.
- Inventory assets (facility, bus stops, and other amenities).
- Develop the marketing plan for the current year and implement.
- Maintain facility and equipment for the safety of employees and the public.
- Promote, maintain and update its website and Google Transit scheduling tool.
- Continue development and implementation of creative outreach programs to increase ridership
- Provide bus rider training to groups.
- Promote, maintain and update its real time passenger information system to all users to access live bus tracking and subscription to text and email notifications of system schedules and notices.
- Continue to utilize a new Paratransit app to increase ease of scheduling rides and offer more information and control to riders.

- Develop outreach material about service changes; update communications plan and marketing campaigns; continue brand update rollout; research passenger information systems and news distribution options

Product

The proposed activities will produce marketing strategies and updated route and schedule information. MUTD will continue to maintain data in each Quarter (1-4) in FFY 2026.

Staffing

650 hours – Missoula Urban Transportation District (MUTD / Mountain Line)

Complete Streets

Although the activities identified under this work element are likely eligible under IIJA Section 11206(c)(3)(B)&(D), no PL funds are currently programmed under this work element. Therefore, there is no direct contribution towards the 2.5 percent PL funding requirement.

501

MUTD POSITION	HOURS
Communications Specialist	300
General Manager	100
Associate Planner	200
Transit Analyst	30
Operations Director	20

Total 650

Funding 501 – Transit Systems Management (TSM)

FFY 2026

Agency	PL	State	FTA	Local	Totals
MUTD	\$ -	\$ -	\$ 19,108	\$ 4,777	\$ 23,885
TOTALS	\$ -	\$ -	\$ 19,108	\$ 4,777	\$ 23,885

Functional Agency Responsibility

Mountain Line will complete all TSM activities.

502 Implementation of 2026 Transit Service Plan (TSP)

Objective

Implement Mountain Line's TSP. The TSP describes existing facilities, fleet, routes, ridership, operating needs, and outlines progressive service changes.

Accomplishments in FFY 2025

- MUTD Completed and adopted an updated Transit Service Plan (TSP)
- MUTD conducted a Stakeholder meeting with representatives from City, County, MDT.
- MUTD completed programming needs assessment with staff.
- Staff worked with Wendell on the development of a new MOAB 30% design defining the new space and researching gap financing. Staff shared data with the Board and interested parties, participated in internal planning meetings, system planning and monitoring.
- Worked with the City to develop standard bus stop drawings for a range of conditions.

Proposed Activities in FFY 2026

- MUTD will develop a Bus Stop Improvement Plan (BSIP), assessing the current state of bus stops and recommending improvements.
- MUTD will continue working on the development of a new Maintenance Operations and Administration Base (MOAB). This will include continued design work on the facility, finalizing financing, and working with FTA to obligate funds.
- Collaborate with the Missoula Redevelopment Agency to complete a Brooks corridor BRT/TOD planning process to assess safety and operational improvements for all modes of transportation from Reserve to Mount. (See section 503)
- Implement near-term recommendations from MUTD Transit Service Plan
 - Route 10
 - Route 3
 - Route 4
 - Route 11

Product

- Adopt the Brooks BRT/TOD corridor plan and close out the project (see section 503).
- Continue to make progress on the MOAB project:
 - Complete land purchase in Quarter 1, achieve 90% design documents in Quarter 1, obligate award in Quarter 2, proceed with site work and early construction activities in Quarters 3 and 4.
- MUTD will complete the BSIP Quarter 1.
- Begin to implement the BSIP by improving selected stops in Quarters 3 and 4.
- Near Term Recommendations:
 - Q1: Route 11
 - Q3: Route 3, 4, & 11

Staffing

810 hours – Missoula Urban Transportation District (MUTD / Mountain Line)

Complete Streets

No PL funds are programmed for this work element, so there is no contribution towards the 2.5 percent PL funding requirement for complete streets.

502

MUTD POSITION	HOURS
Planning, Technology & Strategic Projects Director	240
Communications Specialist	0
Associate Planner	500
General Manager	60
Operations Director	10
Total	810

Funding 502 – Preparation of Updated TDP

FFY 2026

Agency	PL	State	FTA	Local	Totals
MUTD	\$ -	\$ -	\$ 24,954	\$ 6,239	\$ 31,193
TOTALS	\$ -	\$ -	\$ 24,954	\$ 6,239	\$ 31,193

Functional Agency Responsibility

Mountain Line will maintain an updated TDP.

503 Federal Grant Funding

Objective

Accomplishments in FFY 2025

- MUTD and the Missoula Redevelopment Agency were successfully awarded \$847,000 in RAISE funding to prepare a Brooks Street TOD plan in FFY 2022, and kicked off the planning process in FFY 2024 with continued work through FFY 2025
- MUTD was awarded \$39,000,000 in federal discretionary Low-No Emissions Program funding for the Mountain Line Maintenance Operations and Administration Base (MOAB).

Proposed Activities in FFY 2026

- Finalize a BRT plan for the Brooks corridor.
- Finalize land purchase and proceed on development plans for MUTD's new MOAB.

Product

Proposed activity will produce a Brooks Street Corridor TOD plan and A&E plans for a new MOAB. The Brooks Street TOD plan will be adopted and closed out in Quarter 1.

Complete Streets

The Transform Brooks BRT project meets the eligibility requirements of IIJA Section 11206(c)(3)(B)&(D), however no PL funds are included in this work element. Therefore, none of the funding from 503 – Federal Grant Funding is included in the calculation of the required 2.5 percent of PL funding for complete streets.

CONSULTANTS

The Transform Brooks BRT study was funded in part with federal funds of \$847,000 and a local match of \$80,000 (programmed in FY24). This is a carry-over from the FY 2024 UPWP and is not reflected in the FY2026 UPWP budget. The funding commitments to this project over FY 2024 and 2025 are shown below with along with FFY 2026 where no financial commitments are reflected.

Funding 503-Federal Grant Funding

FFY 2026 Funding

Agency	PL	State	FTA	Local	Totals
MUTD	\$ -	\$ -	\$0	\$0	\$0
TOTALS	\$ -	\$ -	\$0	\$0	\$0

FFY 2025 Funding

Agency	PL	State	RAISE	Local	Totals
MUTD	\$ -	\$ -	\$271,791	\$ 25,668	\$ 297,459
TOTALS	\$ -	\$ -	\$271,791	\$ 25,668	\$ 297,459

FFY 2024 Funding

Agency	PL	State	RAISE	Local	Totals
MUTD	\$ -	\$ -	\$575,209	\$ 54,332	\$ 629,541
TOTALS	\$ -	\$ -	\$575,209	\$ 54,332	\$ 629,541

Functional Agency Responsibility

MUTD will maintain the preparation of the BRT plan.

41.15.00 Transportation Improvement Program (TIP)

600 Transportation Improvement Program (TIP)

Objective

Maintain a viable five-year program of transportation projects.

TIP Development Process

Project Selection: The MPO will identify and select projects for the TIP through a process that begins in spring of each year. 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. While anyone can request inclusion in the TIP of a project on the Federal Aid System, the local government within whose jurisdiction the project falls can veto the action at the policy level.

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.

Certification by MPO: The MPO must certify compliance with the local process for involving private enterprise during the development of the transit program of projects contained in the associated Funding Tables of the TIP. The MPO must also ensure that there have been no private sector complaints concerning provision of transit service.

Final Review and Approval: The TTAC reviews the TIP and then forward it to TPCC for review and approval. The MPO then submits the TIP to MDT for concurrence, then to FHWA, FTA, and EPA for review and acceptance. Following FHWA, FTA and EPA approval, the MPO submits the approved TIP to MDT for use in developing the Statewide Transportation Improvement Program (STIP).

MUTD 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-planning projects.

Accomplishments in FFY 2025

- The MPO utilized the FFY 2024-2028 TIP.
- The TPCC approved the following amendments to the FFY 2024-2028 TIP:

- Amendment 4: January 21, 2025
- Amendments 1-3 were completed prior to FFY 2025 due to the TIP document being carrying forward for 2 Federal Fiscal Years through the time period of completing a the 2025 LRTP Update
- MUTD staff attended meetings on APTA, STAC, scheduling, routing, service improvement, bus stop improvement and planning.

Proposed Activities in FFY 2026

- The MPO anticipates adoption and approval of the FFY 2026-2030 TIP prior to September 30, 2025 to allow for utilization of the TIP in FFY 2026.
- The MPO will continue to amend the FFY 2026-2030 TIP as necessary.
- MUTD will continue to amend the FFY 2026-2030 TIP as necessary.

Product

The proposed activities will assure a current and viable five-year program of multi-modal transportation improvements for the Missoula urbanized area.

Staffing

400 hours - Missoula Public Works & Mobility (PW&M)

60 hours - Missoula Urban Transportation District (MUTD / Mountain Line)

Complete Streets

Many of the projects included in the MPO's Transportation Improvement Program include complete streets infrastructure improvements, however the use of PL funds in this particular work element do not directly contribute towards planning or policy development of complete streets activities listed in IIJA Section 11206(c).

600

PWM POSITION	HOURS
Administrative Specialist Lead	100
Transportation Manager	50
Sustainability Specialist	0
Senior Planner	100
Senior Planner	100
Associate Planner	50
Total	400

MUTD POSITION	HOURS
General Manager	20
Finance Manager	20
Planning, Technology & Strategic Projects Director	20
Total	60

Funding 600 – TIP

FFY 2026

Agency	PL	State	FTA	Local	Totals
PWM*	\$ 19,981	\$ 3,097	\$ 972	\$ 243	\$ 24,293
MUTD	\$ -	\$ -	\$ 2,458	\$ 614	\$ 3,072
TOTALS	\$ 19,981	\$ 3,097	\$ 3,429	\$ 857	\$ 27,365

* - Local match provided by MUTD

Functional Agency Responsibility

The MPO and MUTD will be responsible for the development and maintenance of the TIP.

700 Air Quality and Environmental Planning

Objective

Coordinate air and water quality planning, as well as noise and land use revisions, with transportation planning programs. Work closely with the Health Department and other agencies to develop methods to analyze and mitigate impacts associated with development. Coordinate with Missoula In Motion.

Accomplishments in FFY 2025

MPO & MUTD staff:

- Provided traffic counts and other types of transportation information to numerous agencies and citizens.
- Continued to implement strategies detailed in the LRTP for improving air quality, including:
 - Participation in Transportation Options Consortium.
 - Develop and oversee MIM and Bicycle Pedestrian Program activities related to transportation options education and outreach.
- MUTD has applied for several grants for alternative fuel buses to improve air quality.
- MPO and MUTD staff worked with MDT to prepare emissions reductions estimates for CMAQ funded programs.
- MPO staff provided transportation data and assistance to the City's Sustainability Program and Climate Smart Missoula for the development of a city-wide greenhouse gas inventory.

Proposed Activities in FFY 2026

- The MPO will collaborate with the Missoula City-County Health Department on updating air pollution regulations.
- Air Quality analysis modeling will be completed for the 2025 Long-Range Transportation Plan in order to demonstrate continued air quality conformity of our planning process.
- The MPO will analyze needs and implement solutions to maintain compliance with the IIJA Act and continue to:
 - Foster communication with federal, state and local air quality agencies to ensure adequate consultation between agencies and conformity with regulations.
 - Participate in gathering traffic count data for the local street network to improve air quality modeling capability through validation of the Travel Demand Model.
 - Provide information to the City-County Health Department for its air quality monitoring activities.
 - Consider any water quality, noise and land use revisions that affect transportation planning programs under this work element.
 - Gather information about the air quality benefits and capital and operating costs associated with the use of alternative fuels.
- MUTD will submit a Low or No Emission Grant Program application and continue implementation grants.
- MUTD staff will continue to install, expand, and maintain infrastructure for electric vehicle transition

Product

The proposed activities will produce:

- A current and valid transportation plan that considers air and water quality as well as noise and changes in land use.
- Documentation and implementation of methods to analyze and mitigate impacts associated with development.
- MUTD will install upgraded chargers in Quarter 1 of FFY26.

- MUTD will begin to design charge management in Quarters 1 through 4 of FFY 2026.
 - Assign vehicles to blocks to manage state of charge.
 - Reduce peak hour charges.
 - Maintain battery health across its electric fleet.

Staffing

190 hours - Missoula Public Works & Mobility (PW&M)

140 hours – Missoula Urban Transportation District (MUTD / Mountain Line)

Complete Streets

The activities identified in this work element for FFY 2026 do not directly include planning or policy development related to the eligible complete streets activities identified in IIJA Section 11206(c).

700

PWM POSITION	HOURS
Transportation Manager	50
Sustainability Specialist	90
Senior Planner	50
Senior Planner	0

Total 190

MUTD POSITION	HOURS
Planning, Technology & Strategic Projects Director	100
Transit Analyst	20
General Manager	20

Total 140

Funding 700 – Air Quality & Environmental Planning

Agency	PL	State	FTA	Local	Totals
PWM*	\$ 8,098	\$ 1,255	\$ 1,749	\$ 437	\$ 11,539
MUTD	\$ -	\$ -	\$ 5,650	\$ 1,413	\$ 7,063
TOTALS	\$ 8,098	\$ 1,255	\$ 7,399	\$ 1,850	\$ 18,602

* - Local match provided by MUTD

Functional Agency Responsibility

The MPO and MUTD will incorporate air and water quality planning into local transportation planning programs.

41.27.00 Implementation of the Americans with Disabilities Act (ADA)

703 Implementation of the ADA

Objective

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 MPO continued implementation of the Pedestrian Facilities Master plan including identifying funding sources and locations to improve ADA access.
- The MPO continued to coordinate with the Special Transportation Advisory Committee to ensure stakeholder input with disabled and aging community representatives and focus organizations.
- The MPO coordinated an ADA community focus walking audit during phase two of public engagement for the Reserve Street Safety Action Plan.

MUTD staff:

- Continued to apply its ADA complimentary paratransit plan in coordination with other local organizations and individuals.
- Worked with other community agencies toward updating existing agreements and researching coordination of services between all providers.
- Provided support to STAC.
- Provided ADA training to all operators.
- Met with social service professionals in the community and with senior groups through Missoula Aging Services to increase awareness and answer questions about ADA Paratransit service, the Shuttle Van and accessibility on Mountain Line Fixed Route Bus service.
- Completed an annual update to the Missoula Area Coordination Plan.
- Staff continued to improve VIA paratransit rider communication, increase ridership through the approval of paratransit applications and scheduling and perform in-person interviews to ensure viability of paratransit applications.
- Staff conducted ADA regulation meetings with operators and continued to report and analyze paratransit ridership data.
- Staff collaborated to plan accessible bus stops for upcoming service changes.

Proposed Activities in FFY 2026

MUTD will:

- 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 ADA Paratransit Plan as needed.
- Offer state-wide Paratransit training for Operators.
- Inventory bus stop amenities for ADA.
- Conduct annual update to the Missoula Area Coordination Plan

Product

An ADA Paratransit Plan update in Q4.

Staffing

70 hours – Missoula Urban Transportation District (MUTD / Mountain Line)

Complete Streets

No PL funds are programmed for this work element, and therefore there is no contribution towards the required 2.5 PL funding for complete streets planning and policy development.

703

MUTD POSITION	HOURS
Transit Analyst	50
Operations Director	10
General Manager	10
Total	70

Funding 703 – ADA Implementation

Agency	PL	State	FTA	Local	Totals
MUTD	\$ -	\$ -	\$ 2,295	\$ 574	\$ 2,869
TOTALS	\$ -	\$ -	\$ 2,295	\$ 574	\$ 2,869

Functional Agency Responsibility

Mountain Line will continue to coordinate the development of a system ADA Paratransit plan.

41.17.00 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 FFY 2025

None.

Proposed Activities FFY 2026

Reserve funds are proposed to be carried over into FFY 2026 in anticipation of continued reduced PL allocations due to the addition of two new MPOs in 2023.

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

Product

None.

SECTION 3 — COST ALLOCATION PLAN

Introduction

The following plan has been developed to provide a procedure to be followed in preparing reimbursement requisitions for PL-104(f) and FTA Section 5303 Technical Studies Grant funds received by the Missoula Public Works & Mobility Department.

Identification of Costs

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

Direct	Indirect	Fringe Benefits
Salaries	Legal Services	FICA
Mileage	Office Vehicle	PERS
Advertising	Office Machine	Industrial Accident
Travel	Maintenance	Unemployment Ins.
Staff Recruitment	Jury Duty	Sick Leave
Printing & Publication	Personnel/HR Services	Vacation
Staff Training		Paid Holidays
Consultants		Health Insurance
Rent		Military Leave
Other		
Telephone		
Office Supplies		
Dues & Subscriptions		

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.

Indirect costs as defined above are budgeted to be 15.11% of direct salary expenditure during FFY 2026. This figure will be used provisionally and revised as necessary during the audit conducted following the 2025 federal fiscal year, which may result in either additional payment or a repayment of funds upon determination of the actual rate. If the indirect cost exceeds 13.4195%, a cost allocation plan must be developed.

Fringe benefits will be calculated at a rate of 37.77% of the direct salaries charged to each line item.

The degree of participation by each funding agency is based on the prorations that have been determined for each line item. Each funding agency will be billed their share of the total charges made against each line item according to the percentages indicated in the Funding Proration Table.

TABLE 1 – FFY 2025 Funding Summary

Federal Fiscal Year 2026 Funding Summary
(October 1, 2025 - September 30, 2026)

WORK ELEMENT		FFY 25	FFY 26	FUNDING SOURCE				FUNDING DISBURSEMENT			Eligible Complete Streets***
		Budget	Budget	PL*	STATE	FTA**	LOCAL	PWM	MUTD	CONSULTANT	
				86.58%	13.42%	80.00%	20.00%				
41.11.00 - PROGRAM SUPPORT AND ADMINISTRATION											
100 - Administration		\$ 262,580	\$ 347,198	\$ 243,558	\$ 37,752	\$ 52,710	\$ 13,178	\$ 293,456	\$ 53,742		\$ 7,700
101 - UWP		\$ 22,831	\$ 21,246	\$ 15,144	\$ 2,347	\$ 3,004	\$ 751	\$ 19,434	\$ 1,812		\$ -
102 - Public Involvement		\$ 84,070	\$ 99,164	\$ 71,879	\$ 11,141	\$ 12,916	\$ 3,229	\$ 86,664	\$ 12,501	\$ 15,000	\$ 6,620
41.13.01 - LONG RANGE TRANSPORTATION PLANNING: SYSTEM LEVEL											
300 - Plan Update		\$ 75,833	\$ 94,135	\$ 81,502	\$ 12,633			\$ 94,135	\$ -	\$ -	\$ 4,021
301 - Planning Area Transportation Plans		\$ 456,121	\$ 165,998	\$ 143,721	\$ 22,277			\$ 115,998	\$ -	\$ 50,000	\$ 49,039
302 - Data		\$ 136,270	\$ 173,435	\$ 135,760	\$ 21,043	\$ 13,305	\$ 3,326	\$ 73,304	\$ 16,631	\$ 83,500	\$ -
303 - TO		\$ 16,174	\$ 9,110	\$ 7,887	\$ 1,223	\$ -	\$ -	\$ 9,110	\$ -	\$ -	\$ -
304- Model		\$ 28,106	\$ 26,256	\$ 22,733	\$ 3,524			\$ 21,256		\$ 5,000	\$ -
41.14.00 - SHORT RANGE TRANSPORTATION PLANNING											
500 - Older People & People w Disabilities		\$ 16,483	\$ 20,639	\$ 11,710	\$ 1,815	\$ 5,691	\$ 1,423	\$ 16,683	\$ 3,956	\$ 1,500	\$ 7,534
501 - TSM		\$ 43,715	\$ 23,885	\$ -	\$ -	\$ 19,108	\$ 4,777	\$ -	\$ 23,885		\$ -
502 - TDP Update		\$ 32,478	\$ 31,193	\$ -	\$ -	\$ 24,954	\$ 6,239	\$ -	\$ 31,193		\$ -
503 - Federal Grant Funding			\$ -			\$ -	\$ -				
41.15.00 - TRANSPORTATION IMPROVEMENT PROGRAM											
600 - TIP/AE		\$ 42,955	\$ 27,365	\$ 19,981	\$ 3,097	\$ 3,429	\$ 857	\$ 24,293	\$ 3,072		\$ -
41.16.02 - CLEAN AIR PLANNING											
700 - Air Quality		\$ 14,455	\$ 18,602	\$ 8,098	\$ 1,255	\$ 7,399	\$ 1,850	\$ 11,539	\$ 7,063		\$ -
41.16.15 - AMERICANS WITH DISABILITIES ACT											
703 - Americans with Disabilities Act		\$ 5,927	\$ 2,869	\$ -	\$ -	\$ 2,295	\$ 574	\$ -	\$ 2,869		\$ -
SUBTOTALS											
		\$ 1,237,998	\$ 1,061,094	\$ 761,972	\$ 118,107	\$ 144,812	\$ 36,203	\$ 765,871	\$ 156,723	\$ 155,000	\$ 74,914
41.17.00 - OTHER ACTIVITIES											
900 - Reserve		\$ 646,267	\$ 473,015	\$ 409,536	\$ 63,479	\$ -	\$ -	\$ -	\$ -		\$ -
TOTALS		\$1,884,265	\$1,534,109	\$1,171,509	\$ 181,585	\$ 144,812	\$ 36,203	\$ 765,871	\$ 156,723	\$ 155,000	\$ 74,914

*PL funds: 86.58% federal share, 13.42% state share.

** FTA funds: 80% federal share, 20% local share. FTA funds in the UPWP are only 5303, however 5307 funds may be used to supplement or support planning activities.

*** The 2.5% PL Funding set-aside for Eligible Safe and Accessible Transportation Options and Complete Streets Planning activities are eligible for 100% Federal Share in FFY 2026

TABLE 2 – FFY 2026 Funding Prorations

WORK ELEMENT		RECIPIENT	PL	STATE	FTA	LOCAL	TOTALS
100	Administration	PWM	70%	11%	3%	1%	85%
		MUTD			12%	3%	15%
101	UWP	PWM	71%	11%	7%	2%	91%
		MUTD			7%	2%	9%
102	Public	PWM	72%	11%			84%
	Involvement	MUTD			13%	3%	16%
300	Plan Update	PWM	87%	13%			100%
301	Area Plans	PWM	87%	13%			100%
302	Data	PWM	78%	12%			90%
		MUTD			8%	2%	10%
303	TDM	PWM	87%	13%			100%
500	E & H	PWM	57%	9%	12%	3%	81%
		MUTD			15%	4%	19%
501	TSM	MUTD			80%	20%	100%
502	TDP	MUTD			80%	20%	100%
503	Fed Grant Funding	MUTD			0%	0%	0%
600	TIP/AE	PWM	73%	11%	4%	1%	89%
		MUTD			9%	2%	11%
700	Air Quality	PWM	44%	7%	9%	2%	62%
		MUTD			30%	8%	38%
703	ADA	MUTD			80%	20%	100%
900	Reserve	PWM	87%	13%			100%

Appendix A: Public Comment Received

MPO staff posted the draft of the Unified Planning Work Program on the City's e-scribe website with the agendas for TTAC and TPCC meetings. The MPO published legal ads in The Missoulian newspaper on July 19, July 26, August 2, August 9, and August 16, 2025, noting that the planned adoption of the document would take place on August 19, 2025. The ads listed the following meetings that provided opportunities for public comment on the draft UPWP. *The attendance numbers below do not include committee members or staff present.*

No public comments were received prior to the TTAC and TPCC meetings.

TTAC – Thursday, August 7, 2025

Attendance at Meeting:	0
Public Comments on Draft UPWP:	0

TPCC - Tuesday, August 19, 2025

Attendance at Meeting:	0
Public Comments on Draft UPWP:	0