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October 31, 2018

Chairwoman Kathy Meehan  
900 East Strawbridge Avenue  
Melbourne, FL 32901

Dear Chairwoman Meehan:

Federal law requires the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) to jointly review and certify the metropolitan transportation planning process for each Transportation Management Area (TMA) every four years. An urbanized area with 200,000 or more in population is referred to, in federal legislation, as a TMA. We recently conducted a review of the Space Coast TMA, more commonly referred to as the Palm Bay-Melbourne Transportation Management Area (TMA).

As a part of the TMA certification review process, FHWA and FTA utilized a risk-based approach containing various factors to determine which topic areas required additional evaluation during the certification review. The certification review process is one of several methods used to assess: the quality of a regional metropolitan transportation planning process, compliance with applicable statutes and regulations, as well as the degree of technical assistance needed to enhance the effectiveness of the planning process. This certification review was conducted to highlight best practices, identify opportunities for improvements, and ensure compliance with regulatory requirements.

The review of the MPO's planning process included a site visit, conducted by representatives from the FHWA and the FTA on June 12, 2018. During the site visit, time was spent with the MPO staff, the Florida Department of Transportation (FDOT), and the transit agency to discuss the status of the MPO's "3-C" planning process. Throughout the site visit, opportunities were afforded to local elected/appointed officials and the general public to provide their insights on the MPO's planning process. In addition to assessing the MPO's progress in addressing the findings from the previous certification review, the MPO's current and/or future implementation of the metropolitan transportation planning requirements was also considered.

Enclosed for your consideration is the final *TMA Certification Review Report* for the Space Coast TMA, which includes documentation of the various components of the FHWA/FTA certification review of the Space Coast TPO. The report provides an overview of the TMA certification review process, summarizes the various discussions from the recent site visit, provides a series of review findings, and issues the FHWA/FTA certification action. In general, the review determined the existence of a "3-C" metropolitan transportation planning process that satisfies the provisions of 23 U.S.C. 134, 49 U.S.C. 5303/5305, and associated Federal requirements. The Federal Review Team identified two (2) corrective actions, five (5) noteworthy practices, and five (5) recommendations to improve the current planning process of the Space Coast TPO.

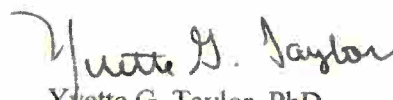
Based on the overall findings, the FHWA and the FTA jointly certify that the transportation planning process of the Space Coast TMA, which is comprised entirely by the Space Coast TPO, substantially meets the federal planning requirements in 23 CFR 450 Subpart C, subject to the MPO satisfactorily addressing the corrective actions stated in this report. The MPO is encouraged to provide the FHWA and FTA with evidence of satisfactory completion of the corrective actions, in accordance with the noted deadlines. This certification will remain in effect until **October 2022**.

If you have any questions regarding the certification review process and/or the *TMA Certification Review Report*, please contact Ms. Teresa Parker at (407) 867-6415 or by email at [Teresa.parker@dot.gov](mailto:Teresa.parker@dot.gov).

Sincerely,



FOR: James Christian, P.E.  
Division Administrator  
Federal Highway Administration



Yvette G. Taylor, PhD  
Regional Administrator  
Federal Transit Administration

Enclosure:  
Final TMA Certification Review Report

cc: Ms. Georganna Gillette, Space Coast TPO  
Ms. Teresa Parker, FHWA  
Ms. Stacie Blizzard, FHWA  
Ms. Losa Smith, FHWA  
Ms. Cathy Kendall, FHWA  
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Mr. Mark Reichert, FDOT (MS-28)  
Mr. Alexander Gramovot, FDOT (MS 28)  
Mr. Carl Mikyska, MPOAC



# **2018 Certification Report**

**Palm Bay-Melbourne  
Transportation Management  
Area**

## **Space Coast TPO**

Prepared by:

**Federal Highway Administration**

**Florida Division**

**Federal Transit Administration**

Region 4

October 2018

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## Executive Summary

Federal Law requires the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) to jointly certify the transportation planning processes of Transportation Management Areas (TMAs) at least every four years (a TMA is an urbanized area, as defined by the US Census, with a population over 200,000). A certification review generally consists of four primary activities: a site visit, a review of planning documents (in advance of the site visit), the development and issuance of a FHWA/FTA certification report and a certification review closeout presentation to the Metropolitan Planning Organization (MPO) governing board.

As a part of the TMA certification review process, FHWA and FTA utilized a risk-based approach containing various factors to determine which topic areas required additional evaluation during the certification review. The certification review process is only one of several methods used to assess the quality of a regional metropolitan transportation planning process, compliance with applicable statutes and regulations, and the level and type of technical assistance needed to enhance the effectiveness of the planning process. This certification review was conducted to highlight best practices, identify opportunities for improvements, and ensure compliance with regulatory requirements.

The Federal Review Team conducted a site visit review of the Palm Bay-Melbourne TMA on June 12, 2018. Transportation planning for the Palm Bay-Melbourne TMA is conducted by the Space Coast TPO. The last certification review was completed in 2014. The Federal Review Team recognizes five noteworthy practices, identifies two corrective actions, and offers three recommendations the MPO should consider for improving their planning processes. More information related to these findings can be found in the Findings/Conclusions section of this report.

Based on the overall findings of the certification review, the FHWA and FTA jointly certify that the transportation planning process of the Palm Bay-Melbourne TMA, which is comprised entirely by the Space Coast TPO, substantially meets the federal planning requirements in 23 CFR 450 Subpart C subject to the MPO satisfactorily addressing the corrective actions stated in this report. The MPO is encouraged to provide the FHWA and FTA with evidence of satisfactory completion of the corrective actions in accordance with the noted deadlines. This certification will remain in effect until **October 2022**.

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# Space Coast Transportation Planning Organization

## Section I. Overview of the Certification Process

Under provisions of 23 CFR 450.334(b) and 49 CFR 613.100, the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) must jointly certify the planning process of Transportation Management Areas (TMAs) “not less often than once every four years.” This four-year cycle runs from the date of issuance of the previous joint certification report.

The primary purpose of a certification review is to formalize the continuing oversight and evaluation of the planning process. The FHWA and the FTA work cooperatively with the TMA planning staff on a regular basis. By reviewing and approving planning products, providing technical assistance, and promoting best practices, the formal assessment involved in a certification review provides an external view of the TMA’s transportation planning process.

A certification review generally consists of four primary activities. These activities include: 1) a “desk audit” which is a review of the TMA’s planning documents (e.g. Long Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), Unified Planning Work Program (UPWP)); 2) a “site visit” with staff from the TMA’s various transportation planning partners (e.g. the Metropolitan Planning Organization (MPO), Florida Department of Transportation (FDOT), local/regional transit service provider, and other participating State/local agencies), including opportunities for local elected officials and the general public to provide comments on the TMA planning process; 3) the Federal Review Team (FRT) prepares this Certification Report to document the results of the review process; and, 4) a formal presentation of the review’s findings at a future Space Coast TPO Board Policy meeting.

Certification of the planning process is a prerequisite to the approval of Federal funding for transportation projects in metropolitan areas. The certification review also helps ensure that the major issues facing a metropolitan area are being addressed. The review process is individually tailored to focus on topics of significance in each metropolitan planning area. Beginning in 2018, to initiate the TMA certification review process, the FRT utilizes a risk-based approach containing various factors to determine which topic areas required additional evaluation during the certification review.

**Appendix A** summarizes the section evaluation, and the report notes in the relevant sections which topic areas were not selected for review due to existing stewardship and oversight practices after considering the risk factors.



The review for the Space Coast TPO was held on June 12, 2018. During this site visit, the Federal Review Team met with the staff of the Space Coast TPO, FDOT, Space Coast Area Transit (SCAT), committee representatives, other partnering agencies, and the public. See **Appendix B** for a list of review team members and site visit participants, and **Appendix C** for the TMA Certification Meeting Agenda.

Public feedback and engagement was obtained through: MPO Website, Facebook, Twitter, and Press Release, *En Route* Newsletter, with the initial announcement on May 18, 2018. The purpose of the public engagement process is to inform the public of the Federal transportation planning requirements and allow the public an opportunity to provide input on the transportation planning process to the Federal Review Team. For those that did not post publicly, contact information for the Federal Review Team was provided. Members of the public were given 30 days from the site visit date to mail, fax or email their comments and/or request a copy of the certification review report. No additional comments were received by FHWA and FTA during the 30-day comment period.

A copy of the public engagement notice can be found in **Appendix D**. Screenshots of public input, including a listing of commenters and a summary of the public comments is provided in **Appendix E**.

A summary of the 2014 corrective actions and recommendations and their status can be found in **Appendix F**.

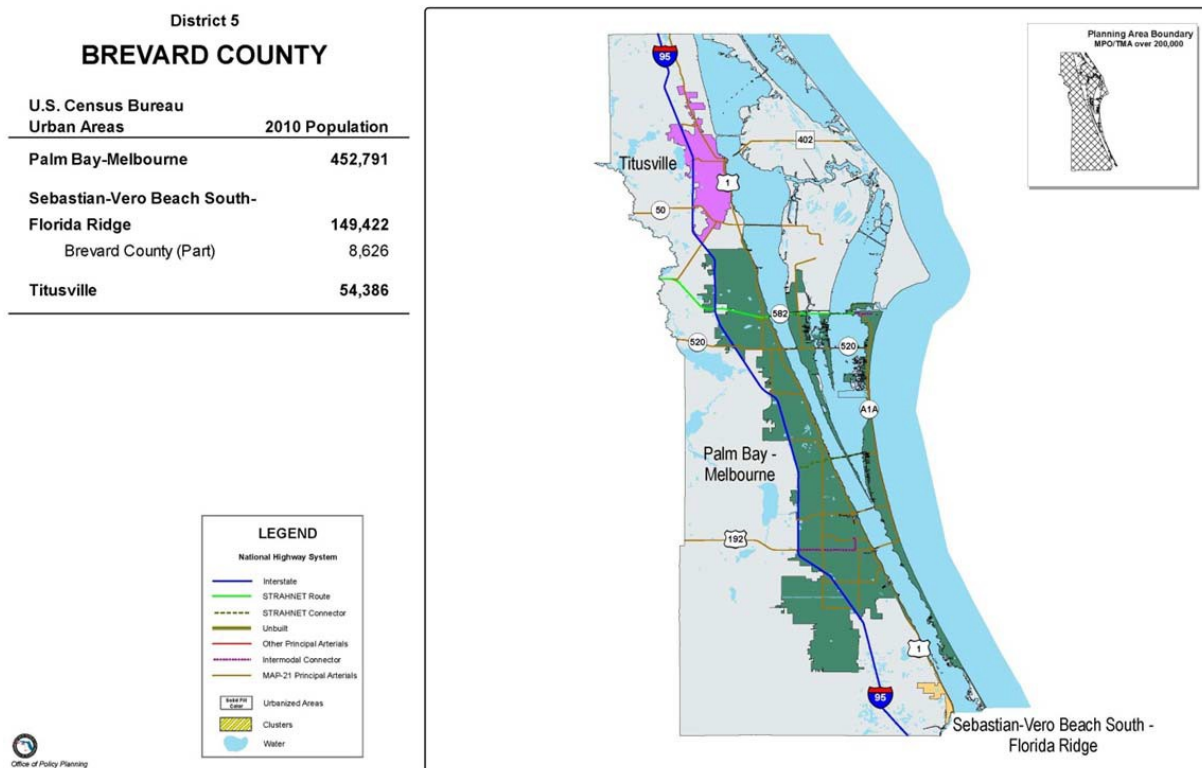
An explanation of planning acronyms can be found in **Appendix G**.

## Section II. Boundaries and Organization (23CFR 450.310, 312, 314)

### A. Description of Planning Area

Observations: The Space Coast is located in Central Florida. The planning area boundary includes all of Brevard County, located in Central Florida. Brevard County is bordered on the north by Volusia County, on the south by Indian River County, and on the west by Seminole, Orange, and Osceola counties. There are 16 cities and towns included in the TPO's planning area: Cape Canaveral, Cocoa, Cocoa Beach, Grant-Valkaria, Indialantic, Indian Harbour Beach, Malabar, Melbourne, Melbourne Beach, Melbourne Village, Palm Bay, Palm Shores, Rockledge, Satellite Beach, Titusville, and West Melbourne, all are of which are part of two census defined urbanized areas, Titusville and the Palm Bay-Melbourne. The planning area is bounded on the east side by the Atlantic Ocean. The Space Coast TPO planning boundary is visually depicted by the following map:

Figure 1. Brevard Urbanized Area and Planning Boundary



## **B. Metropolitan Planning Organization Structure**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's boundaries and organization substantially satisfies the federal requirements as outlined in 23 CFR 450.310 and 312.

## **C. Agreements**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's agreements substantially satisfy the federal requirements as outlined in 23 CFR 450.314.

## **Section III. Scope of the Planning Process (23 CFR 450.306)**

### **A. Transportation Planning Factors**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's planning process substantially satisfies the federal requirements as outlined in 23 CFR 450.306(b).

### **B. Air Quality**

Finding: The Space Coast TPO is currently designated as an attainment area for all National Ambient Air Quality Standards (NAAQS).

### **C. Bicycle and Pedestrian Planning Activities**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's bicycle and pedestrian planning activities substantially satisfies the federal requirements as outlined in 23 CFR 450.306(b), 322(f), and 324.

### **D. Transit**

Observations: Transit service in the Palm Bay-Melbourne and Titusville Urbanized Areas is primarily provided by SCAT. SCAT is a department of the Brevard County Government,

operating a fleet of buses for fixed route and paratransit service. SCAT provides fixed route transit service in Brevard County (including 14 municipalities). SCAT also operates Americans with Disabilities Act (ADA) paratransit service with a private contract operator V-Ride, Inc. and vanpool service. The vans are leased to individuals for use in vanpools and to human service agencies. SCAT has two maintenance/bus transfer facilities (Cocoa and Melbourne). Brevard County is the designated recipient for 5307 funds.

SCAT clearly participates in regional transportation planning, TIP, STIP, and UPWP updates with TPO involvement. SCAT also produces a Transit Development Plan (TDP), per Florida law. As part of the LRTP and TDP update, SCAT works with the TPO on transit capital plans and alternatives. SCAT participates in the committee structure of the TPO.

TPO and SCAT coordination has led to an update to the Transit Bus Stop ADA Assessment. The purpose of the plan is to better understand accessibility concerns relative to the transit system and help inform project development efforts. The effort is a multi-pronged approach including outreach via surveys, a database of bus stop conditions and needs, as well as other relevant information.

Space Coast TPO is actively seeking to increase connectivity and close gaps across all transportation modes. They intend to utilize the Bike/Ped master plan, complete streets, corridor studies, and other analyses to help implement initiatives via the LRTP and TIP.

As a participant in the TDLCB, Space Coast TPO helps ensure transportation opportunities are available for all residents, regardless of age, ability, or economic status.

Finding: The MPO's transit activities substantially satisfy the federal requirements as outlined in 49 CFR 613.100 as well as the transit supportive elements outlined in 23 CFR 450.

**Noteworthy Practices:** The Federal Review Team recognizes two noteworthy practices regarding Transit. For more details about these practices, please see Section X.

## **E. Intelligent Transportation Systems (ITS)**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's ITS activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 320, and 23 CFR 940.

## **F. Freight Planning**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's freight planning activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 316, 322, and 324.

## **G. Security Considerations in the Planning Process**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's security planning activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 322(f), 322(h), and 324.

## **H. Safety Considerations in the Planning Process**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's safety planning activities substantially satisfy the federal requirements as outlined in 23 CFR 450.306, 322(h), and 324.

## **Section IV. Unified Planning Work Program (23 CFR 450.308)**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's UPWP substantially satisfies the federal requirements as outlined in 23 CFR 450.308.

## **Section V. Interested Parties (23 CFR 450.316)**

### **A. Outreach and Public Participation**

Current Document Title: Public Participation Plan

Date Adopted: December 8, 2016

The Space Coast's TPO Public Participation Plan (PPP) provides reasonable opportunities for persons, affected public transportation employees, freight shippers and providers of freight transportation services, public ports, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian and bicycle facilities, representatives of the disabled, and other interested parties to participate in all transportation processes.

The MPO electronically provides documentation related to transportation planning processes on their website. The TPO effectively employed visualization techniques in all documents demonstrating transportation planning processes such as the LRTP, TIP, and UPWP satisfying federal requirements.

The MPO uses the PPP, demonstrates public participation and considers the input throughout the development of the LRTP and the TIP. The MPO also considers the traditionally underserved communities, including minority and low-income households, and coordinates with the District Management Office liaison. The MPO revisits the PPP to ensure that they maintain a full and open participation process.

Additionally, the MPO utilized printed materials (mailing list, brochures, maps, and newspaper publications) and social media outlets (website, Facebook, and LRTP website) to further inform the public about meeting times and locations to all transportation planning processes such as developing and amending the LRTP and the TIP.

Finding: The MPO's outreach and public participation activities substantially satisfies the federal requirements as outlined in 23 CFR 450.316.

**Noteworthy Practice and Recommendation:** The Federal Review Team recognizes one noteworthy practice and offers one recommendation regarding Outreach and Public Participation. For more details about this practice and recommendation, please see Section X.

## **B. Tribal Coordination**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: There are no tribal lands within the MPO's planning boundaries requiring the MPO to provide tribal coordination.

## **C. Title VI and Related Requirements**

Current Document Title: Title VI Policy & Limited English Proficiency Plan

Date Adopted: December 14, 2017

Current Document Title: SCTPO Title VI/Nondiscrimination Program

Date Adopted: January 30, 2015

Observations: The MPO has a coordinator assigned to Public Involvement and Title VI, who has direct independent access to the TPO's Executive Director. The MPO has developed and executed a nondiscrimination policy, assurance, complaint filing procedure, and 4-factor Limited English Proficiency (LEP) Plan; all of which are broad enough to cover Title VI classifications and those defined by other federal and state

authorities. The MPO reviews its plans, programs, and services at least triennially to determine nondiscrimination and equitable distribution of benefits and burdens, and collects/analyzes demographic data of those impacted by its transportation decisions.

The MPO is not part of a public agency that has 50 or more employees. Therefore, the MPO provides reasonable accommodation under the Americans with Disabilities Act (ADA) in providing access to its plans, programs and services. The MPO-posted nondiscrimination policies and complaint filing procedures specifically enumerate disability as a protected classification. The MPO ensures that its plans and activities include input by and consideration of those with disabilities or their service providers. The MPO has a program access plan as described by 28 CFR 35.150(a) (and the Department of Justice Title II Technical Assistance Manual) that covers both program access and pedestrian facilities.

As part of its commitment to local partnerships, the MPO is assisting SCAT with a project to update its ADA Transition Plan, including access to transportation and transit. The project is scheduled to be completed by end of 2018 and will feature a database for maintaining up-to-date transition plan activities.

Finding: The MPO's Title VI and related activities substantially satisfies the federal requirements as outlined in 49 CFR 21, 49 CFR 27, 23 CFR 200, 23 CFR 450.316, and 334(a).

**Noteworthy Practice and Recommendation:** The Federal Review Team recognizes one noteworthy practice and offers one recommendation regarding Title VI and Related Requirements. For more details about this practice and recommendation, please see Section X.

## **Section VI. Linking Planning and NEPA (23 CFR 450.318, 320, 322(f)(7), 322(g))**

Current Document Title: 2040 Long Range Transportation Plan

Date Adopted: October 8, 2015; Amended March 8, 2018

Observations: The TPO's 2040 LRTP includes a discussion of types of potential environmental mitigation activities and potential areas to carry out these activities. The discussion focuses on policies, programs, and strategies for future project development. The MPO developed the discussion in consultation with applicable Federal, State, wildlife, and regulatory agencies including:

- St. Johns River Water Management District
- U.S. Fish and Wildlife
- Environmentally Endangered Lands
- Merritt Island National Wildlife Refuge

- Federal Highway Administration
- Florida Department of Transportation
- Environmental Protection Agency
- Economic Development Commission

The adopted LRTP also consulted with appropriate state and local agencies responsible for land use management, natural resources, environmental protection, conservation, and historic preservation by comparing their LRTP with State conservation plans and maps and a comparing the LRTP to inventories of natural or historic resources.

The Space Coast TPO has undertaken several multimodal, systems-level corridor planning studies since the last Certification and most recently participated with the Central Florida MPO Alliance to conduct a Regional Transit Study. The Space Coast TPO will utilize the results in the decision-making processes for project development purposes by identifying purpose and need statements, general travel corridor or modes, preliminary screening of alternatives, providing basic environmental setting descriptions, and preliminarily identifying environmental impacts and environmental mitigation, and providing the public a reasonable opportunity to review necessary documentation.

Finding: The MPO's linking planning and NEPA activities substantially satisfy the federal requirements as outlined in 23 CFR 450.318, 320, 322(f)(7), and 322(g).

## **Section VII. Congestion Management Process (CMP) (23 CFR 450.320)**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's congestion management process substantially satisfies the federal requirements as outlined in 23 CFR 450.320.

## **Section VIII. Long Range Transportation Plan (23 CFR 450.322)**

Current Document Title: 2040 Long Range Transportation Plan

Date Adopted: October 8, 2015; Amended March 8, 2018

### **A. Scope of LRTP**

Observations: The Space Coast TPO's 2040 LRTP addresses a 20-year horizon period and includes long-range and short-range strategies that provide for the development of an integrated multimodal transportation system. The plan includes current and projects transportation demand, existing and proposed facilities, operational and management strategies, assessment of strategies to preserve existing infrastructure, transportation and transit enhancement activities.



The Space Coast TPO is unique because of the quinti-modal approach that includes: seaport, spaceport, air, roads, and transit. The Space Coast TPO and the communities has a vision that shows common themes of re-development, re-invention, and diversification. The 2040 LRTP is a comprehensive plan that allows the reader to understand complex transportation processes and projects in a very understandable manner and through a community context lens. The TPO strategically used diagrams and graphs throughout the document to illustrate the narrative in a way that enhanced the document's readability. The TPO Strategic Plan priority matrix aligns with the 2040 LRTP and the UPWP.

Finding: The general scope of the MPO's LRTP substantially satisfies the federal requirements as outlined in 23 CFR 450.322.

## **B. Travel Demand Modeling/Data**

Observations: This topic area was not selected for additional review based on the results of the risk assessment process.

Finding: The MPO's travel demand modeling processes substantially satisfy the federal requirements as outlined in 23 CFR 450.322(e).

## **C. Financial Plan/Fiscal Constraint**

Observations: A review based on the 2012 FHWA/FTA LRTP Expectations Letter was conducted during the desk audit.

Finding: The financial plan/fiscal constraint of the MPO's LRTP does not fully satisfy the federal requirements as outlined in 23 CFR 450.322(f)(10).

**Corrective Action:** The Federal Review Team has identified one corrective action regarding the LRTP – Financial Plan/Fiscal Constraint. For more details about this corrective action, please see Section X.

## **Section IX. Transportation Improvement Program (TIP) (23 CFR 450.324, 326, 328, 330, 332)**

Current Document Title: Transportation Improvement Plan

Date Adopted: July 13, 2017 (Amended February 8, 2018)

The Space Coast TPO ensures that the TIP includes all proposed federally and non-federally funded regionally significant transportation projects, including intermodal facilities and multimodal projects.

The MPO has a well-developed TIP development process that is clearly summarized in the TIP document and the online version includes an interactive map that allows the user to search for projects. The TPO's website and TIP itself also includes information and links to the annual listing of federally funded projects, TIP amendments, the LRTP, public involvement for the TIP, project priorities procedures, and general information about the TIP. A hard copy of the TIP is also provided to local libraries.

**Finding:** The MPO's TIP does not fully satisfy the federal requirements as outlined in 23 CFR 450.324, 326, 328, 330, and 332.

**Noteworthy Practice:** The Federal Review Team recognizes one noteworthy practice regarding the Transportation Improvement Program (TIP). For more details about this noteworthy practice, please see Section X.

**Recommendation and Corrective Action:** The Federal Review Team offers one recommendation and has identified one corrective action regarding Transportation Improvement Program (TIP). For more details about this corrective action, please see Section X.

## Section X. Findings/Conclusions

The following items represent a compilation of the findings that are included in this 2018 certification review report. These findings, which are identified as noteworthy practices, corrective actions, and recommendations, are intended to not only ensure continuing regulatory compliance of the Space Coast TPO's transportation planning process with federal planning requirements, but to also foster high-quality planning practices and improve the transportation planning program in this TMA. Corrective actions reflect required actions for compliance with the Federal Planning Regulations and must be completed within the timeframes noted. Recommendations reflect national trends or potential risks, and are intended to assist the Space Coast TPO in improving the planning process. Noteworthy practices highlight efforts that demonstrate innovative ideas or best practices for implementing the planning requirements.

### A. Noteworthy Practices

1. **Transit:** The FRT commends the Space Coast TPO and SCAT for their ongoing coordination. This includes project development and quarterly meetings, the latter prompting an update to the Transit Bus Stop ADA Assessment, which supports synchronized project development and implementation efforts.
2. **Transit:** Participation in the TDLCB and the group's recommendations have yielded consideration of a new SCAT service for those with disabilities. The service restructure to accommodate a growing demand of seniors and those with

disabilities is an example of the critical nexus between planning and implementation, ensuring needs, gaps are identified and addressed.

3. **Outreach and Public Participation:** TPO understands that traditional public involvement techniques such as meetings and newsletters, while effective for some communities, may not consider lower income, minority or other underserved populations. As such, the TPO is always experimenting with ways to reach as many communities as possible. One example is including underserved communities by sending home TPO branding and plan information with elementary school students. Parents who might not otherwise interact with the TPO now have targeted information about the TPO and the programs mostly likely to impact their families. The TPO also provides TPO information to law enforcement so that officers can encourage community involvement as part of their patrol and special education duties. These are just two examples of this TPO's creativity and innovation in the public participation program.
4. **Title VI:** The TPO does an excellent job with their website under the Title VI tab. It is easy to locate the listing of resources and the LRTP, TIP, and UPWP.
5. **Transportation Improvement Program (TIP):** The FRT commends the Space Coast TPO for the development of the TPO's TIP fact sheet. This handout provides a very easy to read user friendly and attractive handout to educate the public about not only the "what, how, and why" the TPO develops the TIP, but also the "when" so that the public can get involved in the process.

## **B. Corrective Actions**

1. **Long Range Transportation Plan - Fiscal Constraint** - While a comparison of the Plan revenue sources and Cost Feasible Plan was included to demonstrate the fiscal constraint of the Plan (Table 7.12), the LRTP did not include the first five years of the Plan and therefore, does not demonstrate full fiscal constraint of the Plan. In accordance with 23 CFR 450.322(a), and discussed in the November 2012 FHWA/FTA LRTP Expectations Letter, the LRTP must show projects and funding for the entire time period covered by the LRTP, from the base year to the horizon year. Because this information is missing from the financial infographics and tables, fiscal constraint of the full plan could not be determined. **Revisions to the 2040 LRTP must be made to clearly demonstrate fiscal constraint for the entire Plan by February 28, 2019.**
2. **Transportation Improvement Plan (TIP)** - The FRT acknowledges that since the last TMA Certification, the Space Coast TPO included language related to fiscal constraint within the financial plan sections of the TIP. However, while these explanations convey an understanding of fiscal constraint, the FRT does not find language in the TIP that it is fiscally constrained by year, a link to FDOT's "Schedule A" is not sufficient to demonstrate fiscal constraint required in 23 CFR

450.324(h). **The MPO must modify their TIP to demonstrate fiscal constraint by December 31, 2018.**

### **C. Recommendations**

1. **Outreach and Public Participation:** One of the tenets of effective public involvement is to demonstrate that the TPO PPP is developed in consultation with all interested parties. The TPO provided a list of the external partners that provided input for PPP development. However, it isn't clear from the PPP itself whether or how these stakeholders partnered with the TPO to develop the PPP. The TPO should ensure that the PPP itself describes its development and the stakeholders that assisted in the process.
2. **Title VI and Related Requirements:** The TPO should assess the demographics of attendees at TDLCB meetings as well as the nature of the materials it approves for distribution to its service populations to 1) determine whether language interpretation or translation is needed to ensure access to programs and services by those who are LEP; and 2) ensure that TDLCB activities are consistent with the TPO's approved LEP plan. Note, this does not mean that the TPO must provide language services, just that it reviews its LEP plan to verify that essential TDLCB activities and materials are compliant with the governing LEP Plan.
3. **Transportation Improvement Plan:** Is an excellent example of using visualizations and conveying information in an easy to understand format. To build off of these efforts, the TPO should consider symbolizing projects by type and/or mode, while also adding more specific project-related attributes. Consideration should be given to the use of Geographic Information Systems (GIS) to spatially identify disadvantaged populations (including LEP) relative to TIP projects, in order to better assess benefits and burdens

### **D. Training/Technical Assistance**

At the conclusion of the site visit, the FRT asked the MPO staff if they had any training or technical assistance needs. The Space Coast TPO identified technical assistance requests for the following topical areas: ADA classes that are based on planning rather than design and engineer, innovative financial classes related to planning, additional revenue sources, and funding for transportation. FHWA and FTA will work with the MPO to provide resources in these areas.

### **E. Conclusion**

Based on the overall findings of the certification review, the FHWA and FTA jointly certify that the transportation planning process of the Palm Bay-Melbourne TMA, which is comprised entirely by the Space Coast TPO, substantially meets the federal planning requirements in 23 CFR 450 Subpart C, subject to the MPO satisfactorily addressing the corrective actions stated in this report. The MPO is encouraged to provide the FHWA and FTA with evidence of satisfactory completion of the corrective actions in accordance with the noted deadlines. This certification will remain in effect until **October 2022**.

## Appendix A. Summary of Risk Assessment

### Florida TMA Certification Review Risk Assessment

MPO: Space Coast  
 Date of Assessment: 2/13/2018  
 Cert Review Report Date: October 31 2018

Topic Area	Selected for additional review?
Organization of MPO/TPO (23 CFR 450.310, 312, 314)	No
Scope of the Planning Process (23 CFR 450.306) - Transportation Planning Factors	No
Scope of the Planning Process (23 CFR 450.306) - Air Quality	No
Scope of the Planning Process (23 CFR 450.306) - Bicycle and Pedestrian Planning Activities	No
Scope of the Planning Process (23 CFR 450.306) - Transit	Yes
Scope of the Planning Process (23 CFR 450.306) - Intelligent Transportation Systems (ITS)	No
Scope of the Planning Process (23 CFR 450.306) - Freight Planning	No
Scope of the Planning Process (23 CFR 450.306) - Security Considerations in the Planning Process	No
Scope of the Planning Process (23 CFR 450.306) - Safety Considerations in the Planning Process	No
Unified Planning Work Program (23 CFR 450.308)	No
Interested Parties (23 CFR 450.316) - Outreach and Public Participation	No
Interested Parties (23 CFR 450.316) - Tribal Coordination	No
Interested Parties (23 CFR 450.316) - Title VI and Related Requirements	No
Linking Planning and NEPA (23 CFR 450.318)	Yes
Long Range Transportation Plan (23 CFR 450.322)	No
Long Range Transportation Plan (23 CFR 450.322(e)) - Travel Demand Modeling/Data	No
Long Range Transportation Plan (23 CFR 450.322(f)(10)) - Financial Plan/Fiscal Constraint	No
Congestion Management Process (23 CFR 450.320)	No
Transportation Improvement Program (23 CFR 450.324, 326, 328, 330, 332)	No

\*Note: With the exception of Transit, if all areas are a "No", then the top 3 areas will be reviewed.  
 The additional two areas are: Title VI and Related Requirements, and Transportation Improvement Program

## Appendix B. Site Visit Participants

### Space Coast TPO - TMA Certification Review

Tuesday, June 12, 2018

Facilitator: Federal Highway Administration/FDOT

Place/Room: 2725 Judge Fran Jamieson Way, Viera FL 32940  
Magnolia Room



PRINT NAME	ORGANIZATION	TITLE
1. Georganna Gillette	SC TPO	Executive Director
2. Teresa Parker	FHWA	Planner
3. Losa Smith	FHWA	Civil Rights
4. Abby Homenway	SCTPO	Public Involvement Off
5. Sarah Kraun	SCTPO	Multi-modal Program spec.
6. Laura Carter	SCTPO	Oper. Manager
7. Stacie Blizzard	FHWA	Acting Planning Team Leader
8. Kim Smith	SCTPO	Education / Safety Coord.
9. Steven Bostel	SCTPO	Transportation Analyst
10. Carl Holden	SCTPO	Finance Clerk
11. Kayleen Hamilton	FDOT	Liaison
12. Kellie Smith	FDOT	Government Liaison Admin.
13. Carol Scott	FDOT	Planning Manager
14. Terry Jordan	S.C.A.T	PLANNER
15. Diane Poitras	FDOT	TRANSIT
16. Lisa Hickman	SCTPO	Office Specialist
17. MARK REICHERT	FDOT-20	ADMIN. FOR METRO. PLANNING
18. Rob Sachnin	FTA	Planner (via phone)

#### **Federal Review Team:**

Teresa Parker, FHWA  
Stacie Blizzard, FHWA  
Losa Smith, FHWA  
Rob Sachnin, FTA

## Appendix C. TMA Certification Site Visit Agenda

### Space-Coast Transportation Metropolitan Planning Organization

#### TMA Certification Review

June 12, 2018

Viera Government Center  
 2725 Judge Fran Jamison Way  
 Bldg. B, Magnolia Room  
 Viera, FL 32940  
 Dial-in-Number 321-205-1693.

### AGENDA

Tuesday	June 12, 2018	Day One
<b>Federal Certification Team Members</b>	<ul style="list-style-type: none"> <li>➤ Teresa Parker Lead Planner (FHWA)</li> <li>➤ Stacie Blizzard Co-Lead Planner (FHWA)</li> <li>➤ Losa Smith (FHWA)</li> <li>➤ Rob Sachnin (FTA)</li> </ul>	
Time	Item	Lead
8:30 a.m.	<b>Begin Site Visit</b> Welcome / Introductions <ul style="list-style-type: none"> <li>➤ Purpose of the Certification Process</li> <li>➤ Discussion of Risk Assessment</li> <li>➤ Review s Florida TMA Certification Review Risk Assessment</li> <li>➤</li> <li>➤ MPO: Space Coast</li> <li>➤ Date of Assessment: January/February 2018</li> <li>➤ Cert Review Report Date: October 31 2018</li> <li>➤ schedule and close-out process</li> </ul>	Federal Team
8:45 a.m.	Discussion of Previous Review Findings <ul style="list-style-type: none"> <li>➤ Federal TMA Certification</li> <li>➤ State/MPO Annual</li> </ul>	Federal Team, MPO, Transit, FDOT
9:15 a.m.	MPO Overview including changes within MPO since last TMA Certification <ul style="list-style-type: none"> <li>➤ Demographics</li> <li>➤ Boundaries</li> <li>➤ Political</li> </ul>	Federal Team, MPO, Transit, FDOT



	➤ Process Changes	
9:45 a.m.	Share Best Practices and Lessons Learned ➤ What is the MPO most proud of over the last four years? ➤ What challenges have you encountered and addressed?	MPO
10:30 a.m.	Break	
10:45 a.m.	Title VI and Related Requirements	Federal Team, MPO, Transit, FDOT
11:30 a.m.	Break for Lunch	
12:45 p.m.	Transit/Transportation Disadvantaged	Federal Team, MPO, Transit, FDOT
1:15 p.m.	TPO Plan: ➤ Transportation Improvement Program  Linking Planning and NEPA	Federal Team, MPO, Transit, FDOT
1:45 p.m.	Break	
2:00 p.m.	Technical Assistance & Training ➤ Future Needs  Additional Questions ➤ Anything else the MPO would like to share with the Federal Team that hasn't been discussed?	Federal Team, MPO, Transit, FDOT
2:30 p.m.	Preliminary Findings Discussion Among Federal Team	Federal Team
3:30 p.m.	Preliminary Findings Discussion with MPO staff	Federal Team, MPO, Transit, FDOT
3:30 p.m.	Adjourn Site Visit	

## Appendix D. Public Engagement Notice

### Website Pop-Up

(posted from May 15, 2018 – June 12, 2018)

- 755 opens

### SCTPO to Kick Off Federal Certification Review with Transportation Planning Process Open House

The [Space Coast Transportation Planning Organization](#) (SCTPO) will kick off its Federal Certification Review with a public meeting, 'Your Voice, Your Brevard: Transportation Planning for the Future,' on June 11, 2018, beginning at 5:00 p.m. at the Viera Government Center located at 2725 Judge Fran Jamieson Way, Melbourne FL 32940. The meeting will take place in Building C. [More information here.](#)



### Calendar Items

**Meetings**

- **May 21:** BPTAC Meeting
- **May 23:** Community Traffic Safety Team Meeting

**TPO Outreach Events**

- **May 17:** Boy Scouts of America Round Table Event
- **June 6:** Community Bike/Ped Education Training
- **June 11:** SCTPO Annual Open House

**Press Release: June 1, 2018**

Sent via Constant Contact – sent to over 1,000 contacts; 30.7% open rate; 4.2% click rate

For Immediate Release: June 1, 2018



Contact: Georganna Gillette  
Executive Director  
Phone: 321-690-6890  
Email address:  
[georganna.gillette@brevardfl.gov](mailto:georganna.gillette@brevardfl.gov)

### Space Coast TPO to Kick Off Federal Certification Review with Transportation Planning Process Open House



The [Space Coast Transportation Planning Organization](#) (SCTPO) will kick off its Federal Certification Review with a public meeting, '[Your Voice, Your Brevard: Transportation Planning for the Future](#),' on June 11, 2018, beginning at 5:00 p.m. at the Viera Government Center located at 2725 Judge Fran Jamieson Way, Melbourne FL 32940. The meeting will take place in Building C.

Every four years the [Federal Highway Administration](#) (FHWA) and the [Federal Transit Administration](#) (FTA) conduct a Federal Certification Review of the SCTPO to certify that the organization is satisfactorily meeting the planning requirements as defined in federal laws and regulations. This process also provides FHWA and FTA the opportunity to add value to the SCTPO's planning process by sharing best practices, techniques, and technical tools.

At the kick off open house, SCTPO staff is seeking public input on the transportation planning process and is encouraging citizens to voice public concerns about trending projects in Brevard. The presentation will begin at 5:00 p.m. and will be followed by a time of open discussion.

Get involved! The public has until July 12, 2018, to provide comments and input on the transportation planning process. Comments and questions may be submitted by:

- Email: [georganna.gillette@brevardfl.gov](mailto:georganna.gillette@brevardfl.gov)
- Phone: 321-690-6890
- In writing:

Attn: Executive Director, Space Coast TPO  
2725 Judge Fran Jamieson Way  
Building B, Room 105  
Melbourne FL 32940

# YOUR VOICE YOUR BREVARD



## TRANSPORTATION PLANNING FOR THE FUTURE



Share your input on some of the trending projects on the Space Coast.

- AIA Pedestrian Safety Improvements
- 528 Widening
- St Johns Heritage Pkwy./Ellis Rd.
- Showcase Trails
- Complete Streets

June 11, 2018  
5:00 - 6:00 pm  
Brevard County Govt. Center, Florida  
Room - Building C  
2725 Judge Fran Jamieson Way  
Melbourne FL 32940

Can't make it to the open house? The meeting will be aired live online and on TV on [Space Coast Government Television](#). Or join the conversation online by visiting our social media channels below.

###

Stay Connected



Space Coast TPO | 2725 Judge Fran Jamieson Way Viera, FL 32940 | 321-690-6890  
[Email](#) | [Website](#)

## News Media Features

6/1/18 – Brevard County Newsletter

## Facebook Event

(Created for public distribution on 5/18/18; ended on 6/12/18):



### Facebook Event Feedback Summary:

- 62 responses; Comments were project specific and not applicable to the TMA Certification Review's evaluation of the planning processes.
- 12 shares (**Key group shares:** 321 Millennials, Business Voice Political Committee, Revolutions Cyclery, City of Melbourne, City of Indian Harbour Beach)
- 310 event page views

Reached 4,600 people

# TRANSPORTATION IMPROVEMENT PROGRAM OPEN HOUSE FEEDBACK SUMMARY REPORT - JUNE 11, 2018

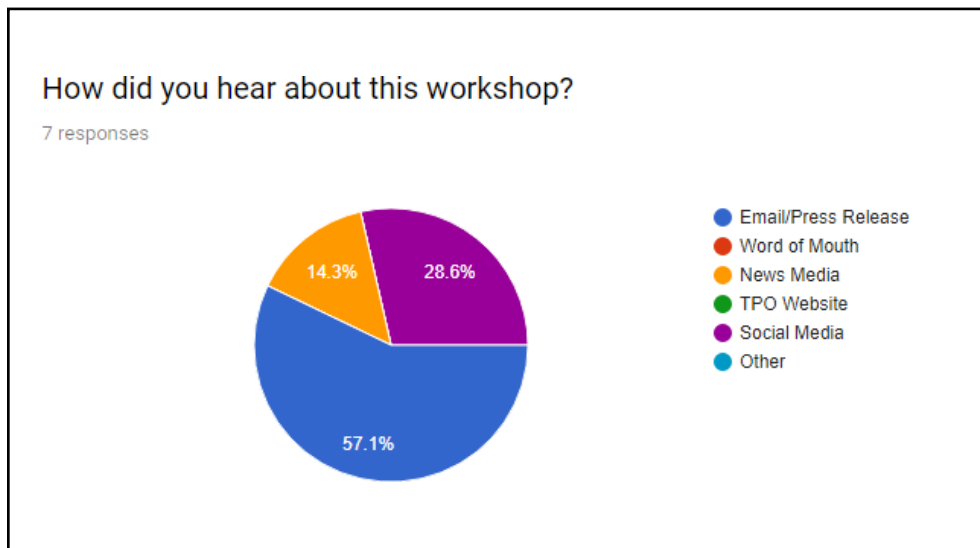


On June 11, 2018, the Space Coast TPO held its annual open house meeting to present the DRAFT 2019-2023 Transportation Improvement Program (TIP). Below is a record of audience responses and data.

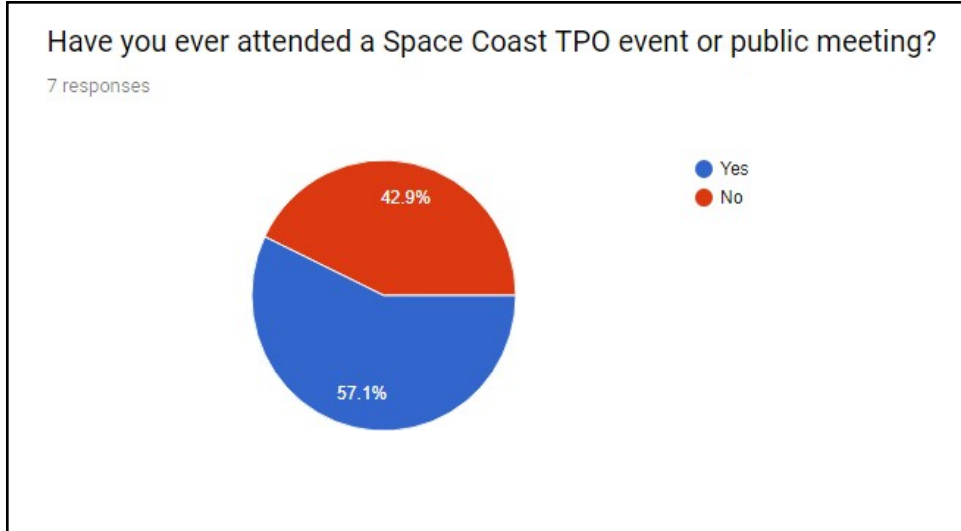
### Attendance (not including staff members)

Manual count: **17 attendees**, Sign-In Sheet count: **16 attendees**

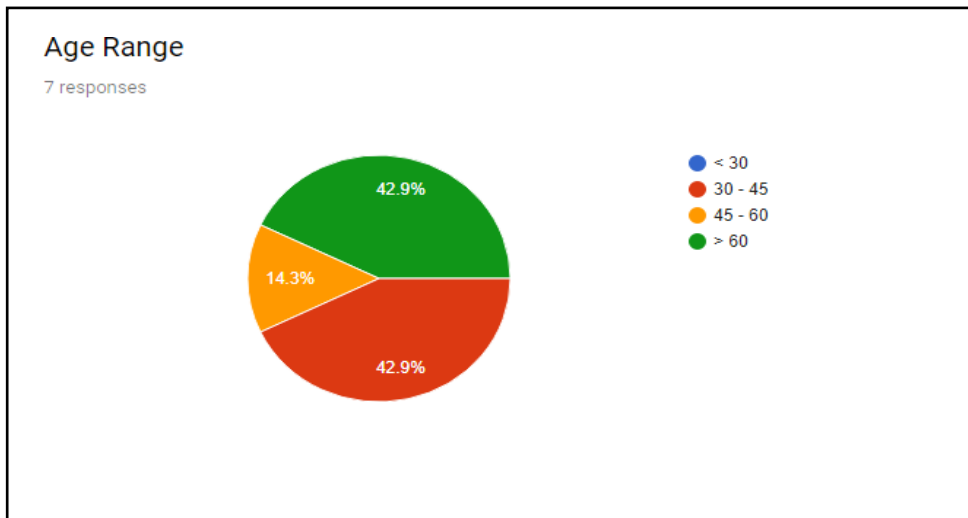
### Question #1:



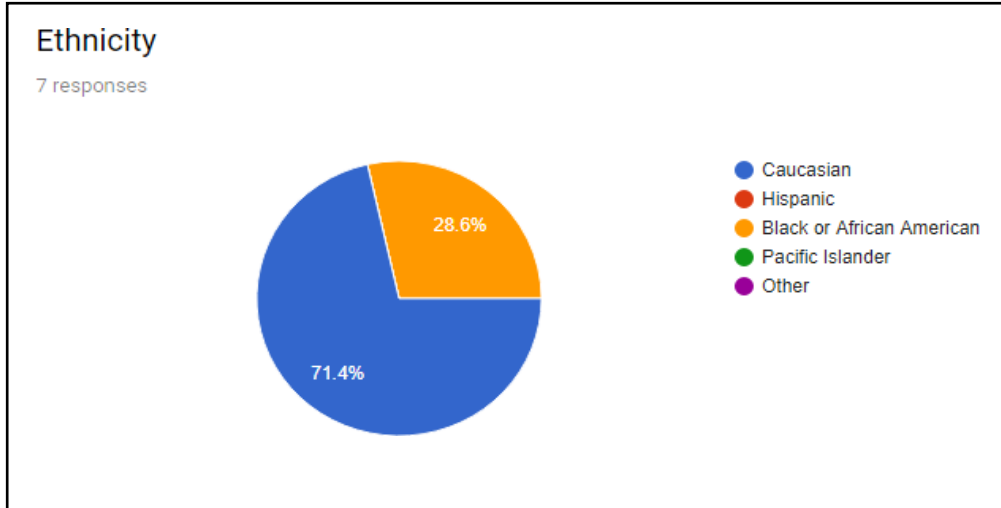
Question #2:



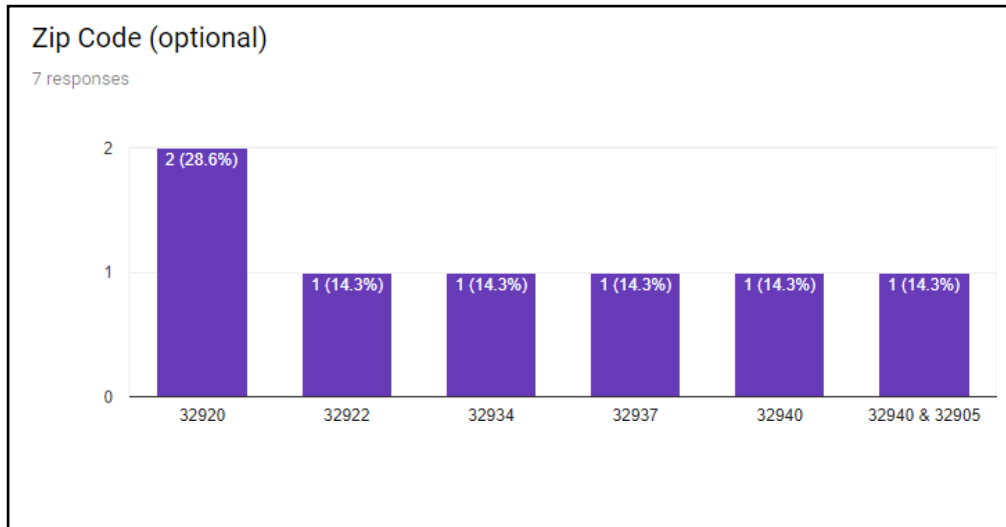
Question #3:



**Question #4:**



**Question #5:**





## **Appendix E. Summary of Public Feedback**

FHWA and FTA would like to thank everyone who participated in and contributed comments for the Palm Bay-Melbourne TMA Certification Review. Public comments are a vital element of the certification review, as they allow citizens to provide direct input on the transportation planning process for their transportation planning area. No comments were received through the TPO website, press release with email contacts, a newsletter distribution or at the annual open house meeting. No additional comments received during the 30-day public comment period following the site visit.

## Appendix F. Status of Previous Certification Findings

The following is a summary of the previous corrective actions and recommendations made by the FRT to the Space Coast TPO. The MPO's last certification review report was published in October 2014.

### A. Corrective Actions

- 1. Transportation Improvement Program – Transit Projects:** In accordance with CFR 450.332(a) “In metropolitan planning areas, on an annual basis, no later than 90 calendar days following the end of the program year, the State, public transportation operator(s), and the TPO shall cooperatively develop a listing of projects (including investments in pedestrian walkways and bicycle transportation facilities) for which funds under 23 U.S.C. or 49 U.S.C. Chapter 53 were obligated in the preceding program year.” Based on this requirement, TPO staff needs to coordinate with FDOT and the public transportation operator(s) to ensure that transit projects are included in the Annual List of Obligated Projects. **An Annual List of Obligated Projects for transit projects must be completed by December 31, 2014, making it available in a manner consistent with the TPO’s Public Participation Process for the TIP.**

**Update:** The TPO amended the FY15-19 TIP to include transit projects in the list of obligated projects on December 11, 2014. FHWA/FTA sent formal correspondence on June 4, 2015 confirming that the corrective action had been satisfied.

- 2. Linking Planning and Environment:** While the TPO’s current LRTP does include an objective to “minimize adverse environment and community impacts,” a summary regarding environmental mitigation strategies, as required by 23 CFR 450.322(f)(7), is missing. This regulation states that the metropolitan transportation plan shall, at a minimum, include: “A discussion of types of potential environmental mitigation activities and potential areas to carry out these activities, including activities that may have the greatest potential to restore and maintain the environmental functions affected by the metropolitan transportation plan. The discussion may focus on policies, programs, or strategies, rather than at the project level. The discussion shall be developed in consultation with Federal, State, and Tribal land management, wildlife, and regulatory agencies. The TPO may establish reasonable timeframes for performing this consultation.” **The TPO needs to include a narrative as a part of the 2040 LRTP to address a region-wide general discussion of environmental mitigation strategies and potential areas to carry out these activities. The narrative must be adopted by the board in conjunction with the 2040 LRTP scheduled to be completed by November 2015.**

**Update:** The TPO adopted their 2040 LRTP in October 2015 and subsequently modified it in February 2016 to address the environmental mitigation strategies

and consultation. FHWA/FTA sent formal correspondence on June 13, 2016 confirming that the corrective action had been satisfied.

## B. Recommendations

- 1. Public Participation (TIP Amendment Process):** The FRT recommends that the TPO include information in the PPP, which details for the public the procedures for revisions, amendments and administrative modifications, actions or adjustments made to the TIP, in accordance with CFR 450.326. The TPO is encouraged to coordinate and align the inclusion of this information with information already included in the TIP. Providing this information in the PPP ensures that a member of the public is fully aware of the amendment/modification process.

**Update:** The PPP was updated in 2016, which details for the public the procedures for revisions, amendments and administrative modifications, actions or adjustments made to the TIP. The LRTP and TIP Amendment Process was incorporated and noted on Page 14 of PPP.

- 2. Public Participation (Measures of Effectiveness):** The FRT strongly recommends that the Space Coast TPO utilize and then document how the measures of effectiveness tools identified in the PPP were used to update subsequent PPPs and activities. The Space Coast TPO recently updated their PPP but could not provide documentation to demonstrate how the measures of effectiveness strategies from the previous plan were used to update the current plan or public engagement strategies. The TPO is highly encouraged to develop an evaluation summary of the measures of effectiveness identified in their current PPP. This summary should document the effectiveness of current public engagement activities and describe how the evaluation influences future engagement strategies. This summary is also strongly recommended for any future PPP updates.

**Update:** The Space Coast TPO updated their PPP in 2016 page 28-29 of PPP, details for the public how the TPO provided documentation to demonstrate how the measures of effectiveness strategies from the previous plan was used to update the current plan and public engagement strategies. The TPO developed an evaluation summary that document the measures of effectiveness of current public engagements activities and how the evaluation influences future engagement strategies identified in their current PPP.

- 3. Title VI:** Space Coast TPO recently updated its LEP Plan and is in the process of updating its Community Characteristics Inventory (CCI), as a result of the 2010 census. The FRT recommends that the TPO update its website, removing the outdated LEP Plan to avoid confusion. The TPO will need to do the same upon completion of its CCI update.

**Update:** Title VI – LEP Plan has been updated. The TPOs have not updated the CCI and are utilizing the Efficient Transportation Decision Making layers to get this information.

- 4. Title VI:** The TPO's nondiscrimination documents and complaint filing procedures are available both in the office and online, with a convenient link from all pages of its website. This is a strong practice that can nonetheless be enhanced. The FHWA Review Team recommends the TPO add a brief nondiscrimination statement to any document or flyer meant for the public. The statement need not be complicated or even quote specific laws; rather a simple notice that questions or concerns about discrimination may be referred to the TPO Nondiscrimination Coordinator.

**Update:** The TPO has incorporated the Nondiscrimination Statement to all their documents located in PPP, nondiscrimination statement is added to any document or flyer meant for the public and a notice that questions or concerns about discrimination may be referred to the TPO Nondiscrimination Coordinator.

- 5. Title VI:** As with other planning organizations, the TPO has yet to begin using information to track or trend possible discrimination or to analyze its plans to assess equitable distribution of benefits or avoidance of disproportionate adverse impacts. In the coming year, FHWA will provide further guidance on how to better collect, analyze, and use demographic data for Environmental Justice. In the meantime, the FRT urges the TPO to continue exploring data in relationship to planning products to identify benefits and burdens and to ensure nondiscrimination.

**Update:** The TPO's Complete Street Evaluation ranked all corridors within the county and looked very closely at automobile dependency. The TPO funded a Complete Street Project (Peachtree Street) that was in an underserved community. In that same community, the TPO funded a series of sidewalks called the Cocoa Connectors for construction in FY 2020.

- 6. Title VI:** The Review Team believes that the TPO's Complete Streets initiatives may offer its local agencies an excellent opportunity to comply with self-evaluation and transition planning requirements as codified by 28 CFR 35.105 and 150(d). To maximize this potential and to ensure that its own activities offer the strongest customer service possible, the FRT recommends developing partnerships with groups that serve disabled members of the community. This targeted involvement helps ensure that pedestrian projects, in particular, are prioritized to benefit those who have fewer transportation options. It is also in line with the TPO's goals of engaging community redevelopment partners in the planning process.

**Update:** The TPO visited an assisted living facility for several days to present on transportation planning and to ask what areas in transportation needs

improvement. We asked a series of questions to gain perspective on their challenges in areas of transit, sidewalks, audible signals.

7. **Title VI:** The TPO has a close but informal relationship with Indian River County based on a shared population in south Brevard, ostensibly due to a large mobile home manufacturer. While Indian River County has a lower population of minorities and LEP than the state, as a whole, the percentage of senior citizens is significantly higher. To ensure the transportation needs of this protected group are understood and considered, the TPO may wish to formalize its relationship with Indian River County with the creation of an interlocal agreement.

**Update:** The TPO continues to have a close but informal relationship with Indian River County, but has no interlocal agreement as of June 12, 2018.

8. **Transportation Improvement Program - Fiscal Constraint:** The FRT acknowledges that the Space Coast TPO includes language related to fiscal constraint within the financial plan sections of the TIP. Although these explanations convey an understanding of fiscal constraint, the FRT strongly recommends including additional documentation in the TIP to support the demonstration of fiscal constraint beyond the general statement that the TIP is fiscally constrained by year. This recommendation can be met through the use of additional text or illustrative tools, such as a table. **The TPO should modify their current TIP to reflect this summary information by December 31, 2014.**

**Update:** On December 11, 2014, the TPO amended the FY15/19 TIP to include additional language in the TIP Narrative under the Financial Plan to demonstrate fiscal constraint and the link to FDOT Schedule A Program Plan ([http://www.dot.state.fl.us/programdevelopmentoffice/Development/ScheduleA/AppendixA5\\_Federal\\_Funds.pdf](http://www.dot.state.fl.us/programdevelopmentoffice/Development/ScheduleA/AppendixA5_Federal_Funds.pdf)). We evaluated the TIP during this certification review and found that this documentation needed to be enhanced. Please see the Section X.

## Appendix G. Acronym List

ADA – Americans with Disabilities Act	NTI – National Transit Institute
AQ – Air Quality	PEA – Planning Emphasis Area
CAAA – Clean Air Act Amendments of 1990	PL – Metropolitan Planning Funds
CFR – Code of Federal Regulations	PPP – Public Participation Plan
CFP – Cost Feasible Plan (of the LRTP)	RA – Regional Administrator
CMAQ – Congestion Mitigation and Air Quality	RTIP – Regional Transportation Implementation Plan
CMP – Congestion Management Process	RTP – Regional Transportation Plan
DA – Division Administrator	SAFETEA-LU – Safe, Accountable, Efficient Transportation Equity Act: A Legacy for Users
DBE – Disadvantaged Business Enterprises	RPC – Regional Planning Commission
DHHS – Department of Health and Human Services	SFY – State Fiscal Year
EJ – Environmental Justice	SHA – State Highway Administration
ETDM – Efficient Transportation Decision Making	SHSP – Strategic Highway Safety Plan
EPA – Environmental Protection Agency	SIP – State Implementation Plan
FAST Act – Fixing America’s Surface Transportation Act	SOP – Standard Operating Procedures
FDOT – Florida Department of Transportation	SOV – Single Occupancy Vehicle
FHWA – Federal Highway Administration	SPR – State Planning and Research
FTA – Federal Transit Administration	STIP – Statewide Transportation Improvement Program
FY – Federal Fiscal Year	STP – Surface Transportation Program
GIS – Geographic Information Systems	TAZ – Transportation Analysis Zone
HSIP – Highway Safety Improvement Program	TCM – Transportation Control Measure
HPMS Reviews – Highway Performance Monitoring System	TDM – Transportation Demand Management
ISTEA – Intermodal Surface Transportation Efficiency Act	TEA-21 – Transportation Equity Act for the 21 <sup>st</sup> Century
ITS – Intelligent Transportation Systems	TIP – Transportation Improvement Program
LEP – Limited English Proficiency	Title VI – Title VI of the 1964 Civil Rights Act
LRTP – Long Range Transportation Plan	TAM – Transit Asset Management
M&O – Management and Operations	TAMP – Transportation Asset Management Plan
MAP-21 – Moving Ahead for Progress in the 21 <sup>st</sup> Century	TMA – Transportation Management Association
MOA – Memorandum of Agreement	TMIP – Travel Model Improvement Program
MOU – Memorandum of Understanding	TPCB – Transportation Planning Capacity Building Program
MPA – Metropolitan Planning Area Boundary	TPO – Transportation Planning Organization
MPO – Metropolitan Planning Organization	TPA – Transportation Planning Agency
MPOAC – Metropolitan Planning Organization Advisory Council	TSP – Transportation Safety Planning
NAAQS-National Ambient Air Quality Standards	UAB – Urban Area Boundary
NEPA – National Environmental Policy Act	UPWP – Unified Planning Work Plan
NHI – National Highway Institute	U.S.C. – United States Code
NHS – National Highway System	UZA – Urbanized Areas
	VMT – Vehicle Miles Traveled