



# BOSTON REGION METROPOLITAN PLANNING ORGANIZATION

Monica Tibbits-Nutt, MPO Chair | Secretary and CEO, Massachusetts Department of Transportation  
Tegin Leigh Teich, Executive Director, MPO Staff

## ***TECHNICAL MEMORANDUM***

**DATE:** July 10, 2025  
**TO:** Boston Region Metropolitan Planning Organization Unified  
Planning Work Program (UPWP) Committee  
**FROM:** Tegin Teich, Executive Director  
**RE:** Amendment Three to the Federal Fiscal Year 2025 UPWP

This memo contains the Boston Region Metropolitan Planning Organization (MPO) staff's recommended revisions to the Federal Fiscal Year (FFY) 2025 UPWP, forming Amendment Three to the document. This proposed amendment includes budget reallocations, an updated description of the Multimodal Mobility Infrastructure Program, and the addition of two federal discretionary grant awards.

### **BUDGET REALLOCATIONS**

Each fiscal year, budget modifications to the current UPWP are made in the fourth quarter, following a staff review of spending patterns across UPWP programs and projects during the first three quarters of the year. Table 1 shows the budget changes for applicable UPWP line items in the FFY 2025 UPWP and includes a justification for each. These proposed budget changes have a net zero impact on the overall UPWP budget.

Budget reallocations are made to the UPWP for two primary reasons: staff turnover and refined program or project needs.

1. Staffing changes typically result in lower expenditures than anticipated for certain UPWP line items due to the time it takes to recruit and train new personnel.
2. UPWP budgets also need adjustment because certain project or program needs may evolve after the UPWP has been developed. Staff develop budget estimates for UPWP work areas each spring, which allows the UPWP to be endorsed and adopted before the start of the next fiscal year. As work progresses, staff can better determine how much staff time or effort is needed for each project for the remainder of the fiscal year. Thus, budgets are adjusted to reflect these changes.

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

**MULTIMODAL MOBILITY INFRASTRUCTURE PROGRAM DESCRIPTION UPDATE**

The UPWP Committee and MPO Board are also asked to consider a change to the Multimodal Mobility Infrastructure Program description in Chapter Three of the document. The revised description will include work related to the MPO’s Vision Zero efforts so that staff can continue to develop the Regional Vision Zero Action Plan beyond the expiration of the MPO’s FFY 2022 Safe Streets and Roads for All federal grant agreement.

This Vision Zero work will include continued stakeholder engagement, data analyses, and strategy development to strengthen the Vision Zero Action Plan. The final deliverable will be an updated Vision Zero Action Plan that incorporates input from key stakeholders including the MPO board; the Vision Zero Task Force; municipal, state, and federal partners; and members of the public.

**FEDERAL DISCRETIONARY GRANTS**

This amendment also includes the addition of two federal discretionary grants into Appendix A of the UPWP. Descriptions of these two grants are as follows.

**Mobility, Access, and Transportation Insecurity (MATI) Grant**

The Boston Region MPO was awarded a \$150,000 MATI grant through the Federal Transit Administration to explore strategies to improve people’s mobility and access to reliable transportation options within the Boston region. As part of this grant, MPO staff will develop a pilot design of a low-cost community electric vehicle car-sharing program for residents of affordable housing in Revere, Chelsea, and Everett.

**Municipal Vulnerability Preparedness (MVP) Action Grant**

A \$1,001,100 MVP Action Grant was awarded to the Boston Region MPO from the Massachusetts Executive Office of Energy and Environmental Affairs and will support the MPO’s “Neutralizing Onerous Heat Effects on Active Transportation” project, also known as NO-HEAT. This project aims to address dangerous heat exposure faced by pedestrians and bicyclists in the region. Through this grant, MPO staff will integrate microclimate data with high-resolution mobility data to assess heat exposure levels in key pedestrian and bicycle network segments in the Boston region and collaborate with local partners to design and implement pilot mitigation measures.

Thank you for considering these recommended changes to the FFY 2025 UPWP. MPO staff would be happy to discuss and answer any questions from the UPWP Committee and board members about this proposed amendment. After a discussion, we hope that you will agree with these recommended modifications. We request that you then vote to waive the 21-day public comment period and endorse Amendment Three to the FFY 2025 UPWP at the July 17, 2025, board meeting.

**Table 1  
FFY 2025 UPWP Budget Changes**

<b>Project Number</b>	<b>Project Name</b>	<b>FFY 2025 UPWP Budget</b>	<b>Change in Budget</b>	<b>New FFY 2025 UPWP Budget</b>	<b>Comments</b>
2825	Multimodal Mobility Infrastructure Program	\$370,000	+\$100,000	\$470,000	Increase to accommodate Vision Zero work
9025	Support to the MPO and its 3C Process	\$1,045,017	+\$62,000	\$1,107,017	Increase due to unanticipated additional effort required for in-person meeting preparations, core document production, and additional exploration of the use of Conveyal in TIP project scoring
7125	Regional Model Enhancement	\$850,000	+\$49,000	\$899,000	Increase to accommodate two additional staff: a model development team manager and part-time network specialist
2125	Congestion Management Process (CMP)	\$125,000	+\$20,000	\$145,000	Increase due to higher than anticipated staff time required for development of the CMP network web application
2325	Roadway Safety Audits	\$15,000	-\$9,500	\$5,500	Decrease due to fewer audits than anticipated
8525	Transit Equity Program	\$215,000	-\$10,000	\$205,000	Decrease due to staff assignment to other MPO work
8725	Climate Resilience Program	\$100,000	-\$11,000	\$89,000	Decrease due to staff vacancy
8125	Long Range Transportation Plan (LRTP)	\$280,000	-\$15,000	\$265,000	Decrease due to less staff time needed than initially anticipated

8425	Air Quality Program	\$50,000	-\$27,000	\$23,000	Decrease due to staff vacancy
4125	Regional Transit Service Planning Technical Support	\$63,500	-\$33,500	\$30,000	Decrease due to fewer requests for support than anticipated
5025	Data Program	\$575,000	-\$125,000	\$450,000	Decrease due to staff vacancies
<b>Total</b>			<b>\$0</b>	<b>\$3,688,517</b>	

UPWP = Unified Planning Work Program.

## CIVIL RIGHTS NOTICE TO THE PUBLIC

Welcome. Bem Vinda. Bienvenido. Akeyi. 欢迎. 歡迎



You are invited to participate in our transportation planning process, free from discrimination. The Boston Region Metropolitan Planning Organization (MPO) is committed to nondiscrimination in all activities and complies with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, or national origin (including limited English proficiency). Related federal and state nondiscrimination laws prohibit discrimination on the basis of age, sex, disability, and additional protected characteristics.

For additional information or to file a civil rights complaint, visit [www.bostonmpo.org/mpo\\_non\\_discrimination](http://www.bostonmpo.org/mpo_non_discrimination)

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

**Boston Region MPO Title VI Specialist**

10 Park Plaza, Suite 2150

Boston, MA 02116

Phone: 857.702.3700

Email: [civilrights@ctps.org](mailto:civilrights@ctps.org)

For people with hearing or speaking difficulties, connect through the state MassRelay service, [www.mass.gov/massrelay](http://www.mass.gov/massrelay). Please allow at least five business days for your request to be fulfilled.



Maura Healey, Governor  
 Kimberley Driscoll, Lieutenant Governor  
 Monica Tibbits-Nutt, Secretary & CEO



## UPWP Budget Reallocation

Please fill out all fields in the follow form, and send original signed form along with all documentation. The request will not be accepted for review if incomplete in any way. Please refer to your contract's special provisions, Attachment J, Article 1(c) for detailed requirements.

Date:  From: Name:

To: David J. Mohler, Executive Director  
 Office of Transportation Planning Title:

Attention:  RPA:

Contract #:  Date MPO approved action:   
*(per UPWP adjustment procedures)*

Reason for reallocation:

Task/sub-task number and description	Existing amount	Proposed amount	Amount changed	Additional explanation

\_\_\_\_\_  
 Authorized signature

Your request is:    approved    disapproved    approved with qualifications    Date: \_\_\_\_\_

Notes:

Digitally signed by David Mohler  
 Date: 2025.07.25 18:17:20 -0400'  
 \_\_\_\_\_  
 Signature: David Mohler, Executive Director