

A Broward MPO Core Product

Draft FY 2027 & FY 2028 Unified Planning Work Program

TAC/CAC: March 4, 2026

Board: March 12, 2026

Core Products

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Internal Operations

UPWP Unified Planning Work Program (Agency Budget Guide)

SBP Strategic Business Plan (Agency Operations Guide)

PPP Public Participation Plan (Agency Outreach Guide)

Project Programming

MTP Metropolitan Transportation Plan (Project Identification)

LOPP List of Priority Projects (Project Prioritization)

TIP Transportation Improvement Program (Project Funding)

UPWP Defined

- MPO's Budget covering two fiscal years:
July 1, 2026 – June 30, 2028
- Acts as a scope of work between the MPO and our funding agencies
- Includes:
 - Description of the planning work and resulting products
 - Who will perform the work
 - Time frames for completing the work
 - Cost of the work
 - Sources of funds



UPWP Content

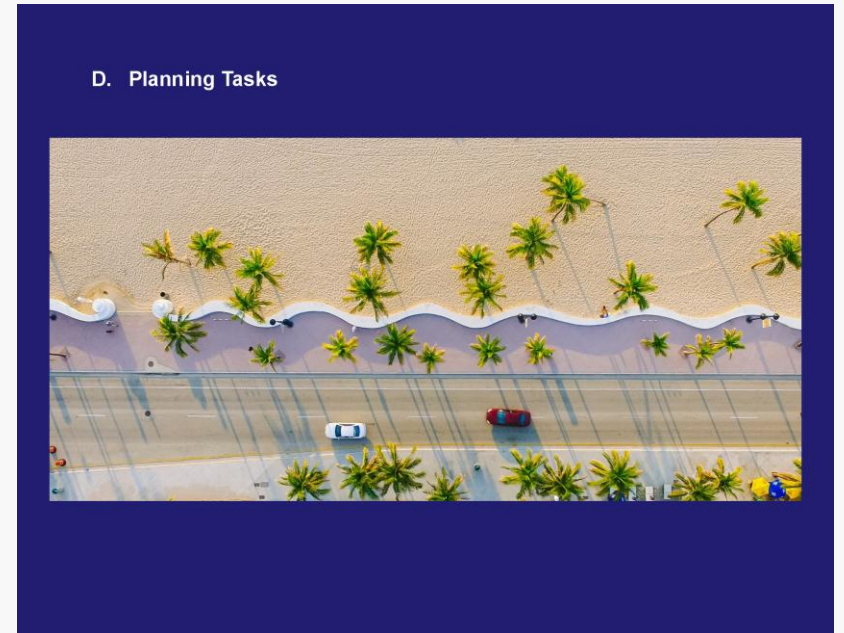
- A. Cost Analysis Certification Statement
- B. Introduction
- C. Organization & Management
- D. Planning Tasks
- E. Summary Financial Tables
- F. Appendices



Source: Florida Department of Transportation, "MPO Program Management Handbook – Chapter 3," accessed online.

Section D – Planning Tasks

- Tasks include:
 - 1.0 MPO Administration
 - 2.0 Data Collection & Analysis
 - 3.0 Regional Planning
 - 4.0 Community Planning
 - 5.0 Transportation Improvement Program
 - 6.0 Regional Transfers
 - 7.0 Public Participation
 - 9.0 Local Activities
- Includes a comprehensive list of planning activities conducted by MPO staff and consultants as well as administrative expenses



Planning Task Example – Narrative

Task 5.0 Transportation Improvement Program

<u>Purpose</u>		
To annually update the five-year Transportation Improvement Program (TIP) and the List of Priority Projects (LOPP) for all modes of transportation.		
<u>Previous Work Completed</u>		
Developed and adopted the TIP, LOPP, and published the Annual Listing of Obligated Projects.		
<u>Required Activities</u>	<u>Work Product(s)</u>	<u>Completion Date(s)</u>
<ul style="list-style-type: none"> Annually prepare a draft Broward MPO TIP that includes programming of surface transportation priorities for review and adoption by the MPO Board. Coordinate with FDOT on Work Program development in preparation for MPO Board review and approval of FDOT's draft Tentative Work Program. Annually request input for the draft TIP from transportation partners (i.e., municipalities and local governments), ensuring that all projects are consistent with adopted plans and address, where feasible, the State and Federal PEAs. Coordinate with transportation partners on other TIP projects. Ensure the TIP is consistent with the adopted MTP. Educate the public and incorporate their input into the TIP in accordance with Federal standards. Annually produce municipal TIP reports. 	<ul style="list-style-type: none"> Adopt the FY 2027 – FY 2031 TIP, including performance measures, targets, and progress towards achieving them. Adopt the FY 2028 – FY 2032 TIP including performance measures, targets, and progress towards achieving them. Approve the FY 2028-2032 Draft Tentative Work Program. Approve the FY 2029-2033 Draft Tentative Work Program. Upload Municipal FY 2027-2031 TIP report on Broward MPO website. 	<ul style="list-style-type: none"> Jul 2026 Jul 2027 Dec 2026 Oct 2027 Oct 2026

Planning Task Example – Budget Detail & Description

Task 5.0 Estimated Budget Detail for FY 27			
Budget Category and Description	FHWA		Total
	PL	SU	
A. Personnel Services			
Salary & Fringe	28,642	162,306	190,948
Subtotal:	28,642	162,306	190,948
B. Consultant Services			
Interactive TIP	10,000	-	10,000
Project Tracker	50,000	-	50,000
Subtotal:	60,000	-	60,000
Total:	88,642	162,306	250,948

Task 5.0 Budget Category Description Detail	
A. Personnel Services	
Salary & Fringe	MPO Employee Gross Salaries & Fringe Benefits
B. Consultant Services	
Interactive TIP	Monthly maintenance and hosting for the MPO's Interactive TIP tool. The Interactive TIP is a tool that assists all TIP users, especially the public, to find and review TIP projects and to better keep track of the Federal, State and local funds. Consulting services include database management, hosting of the Interactive TIP and data transfer from FDOT's Work Program.
Project Tracker	Consultant services will be utilized to assist MPO staff with making further enhancements to a project tool to monitor projects from the MTP to TIP. This tool features a database that includes scopes of work, cost estimates, etc.

Next Steps

- Draft UPWP to be submitted to Federal and State funding agencies for review – March 15, 2026
- Public comment period opens from March 19 – April 20, 2026
- Comments from review agencies are addressed and draft document is finalized
- **Technical Advisory Committee and Citizens' Advisory Committee Recommendations – April 22, 2026**
- **MPO Board Adoption – May 14, 2026**
- Approved UPWP is submitted to review agencies for approval – May 15, 2026
- Fully approved UPWP goes into effect July 1, 2026

Questions?

