



# Unified Planning Work Program

**FY 2025**

Prepared By:  
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*Augusta*  
G E O R G I A

In Cooperation With:  
Aiken County, Edgefield County, and Columbia County  
Federal Transit Administration  
Federal Highway Administration  
Georgia Department of Transportation  
South Carolina Department of Transportation

<https://www.augustaga.gov/680/ARTS-Metropolitan-Planning-Organization>

## Introduction & Funding Distribution

Please refer to the table below to identify Applicant Organization's total available allocation of FY 2025 Section 5303 planning funds.

### Considerations

- The amount depicted under "Total Allocation" represents only the Federal funding available to each MPO.
- The proposed project must also include non-federal matching funds of 20% of the total project cost.
- For FY 2025, GDOT has identified state matching funds of up to 10% of the total project cost. Your organization must provide the remaining 10% local match.

For FY 2025, GDOT has identified additional funding availability. Organizations with identified planning project needs beyond their allocation are encouraged to apply for additional funding. All such additional funding requests will be considered according to criteria in Appendix D.

*Table 1: Urban Area Population and Section 5303 Allocation Statistics*

<b>FY 2025 SECTION 5303 FUNDING DISTRIBUTION</b>					
<i>Based on 2020 Census URBANIZED AREA (UZA) POPULATION</i>					
MPO	Base Amount	Population 2020 Census*	Population Factor	Population Allocation	Total Allocation
Albany	\$30,000	85,960	1.22%	\$41,367	\$71,367
Athens	\$30,000	143,213	2.03%	\$68,919	\$98,919
Atlanta	\$500,000	5,100,112	72.15%	\$2,454,345	\$2,954,345
Augusta	\$40,000	322,081	4.56%	\$154,996	\$194,996
Brunswick	\$25,000	68,750	0.97%	\$33,085	\$58,085
Cartersville	\$25,000	52,351	0.74%	\$25,193	\$50,193
Chattanooga**	\$4,798	78,160	1.11%	\$37,613	\$42,411
Columbus	\$40,000	205,027	2.90%	\$98,666	\$138,666
Dalton	\$30,000	67,830	0.96%	\$32,642	\$62,642
Gainesville	\$30,000	164,365	2.33%	\$79,098	\$109,098
Hinesville	\$30,000	53,107	0.75%	\$25,557	\$55,557
Macon	\$30,000	140,111	1.98%	\$67,426	\$97,426
Rome	\$30,000	60,403	0.85%	\$29,068	\$59,068
Savannah	\$40,000	309,466	4.38%	\$148,925	\$188,925
Valdosta	\$25,000	76,769	1.09%	\$36,944	\$61,944
Warner Robins	\$30,000	141,132	2.00%	\$67,917	\$97,917
GDOT Discretionary	\$70,000				\$70,000
<b>Totals</b>	<b>\$1,009,798</b>	<b>7,068,837</b>	<b>100%</b>	<b>\$3,401,761</b>	<b>\$4,411,559</b>
<i>*Population figures match those used in GDOT's PL funding distribution.</i>					
<i>** Chattanooga will not receive any STATE MATCH</i>					
	<b>4,411,559</b>	<b>Available for 5303 MPO Planning - FY 2023 (FTA Annual Apportionment)</b>			
	<b>(\$1,009,798)</b>	<b>Base Amount</b>			
	<b>\$3,401,761</b>	<b>Available 5303 Funds - Distributed via Formula Allocation</b>			

## Submission Guidelines

Please use the following guidance in submitting completed Section 5303 grant applications to GDOT.

- Applications should be submitted with the transmittal letter on Applicant Organization letterhead. Authorizing resolutions must be notarized. Both documents should be submitted as scanned attachments with the rest of the application package submitted electronically.
- All other required application materials included in this application packet shall be completed, saved, and returned in digital form.
- Applicants are asked to not change the format of any of the required items in the grant application.

### Please Note:

Incomplete and incorrect applications will be returned to the transit agency for corrections. Late submissions will be documented as such; information provided herein will be used as part of the application evaluation upon which, final budgets are based on and awarded by GDOT.

# FY2025 FTA 5303 GRANT APPLICATION

## WORK ELEMENT 8 – PUBLIC TRANSIT / PARATRANSIT

### TASK 8.1 - Program Support and Administration (44.21.00)

**Purpose:** To provide planning and administrative assistance to Augusta Transit (AT) and LSCOG (Lower Savannah Council of Governments). Under this work element, the MPO staff will aid AT and Best Friend Express (BFE) in preparing financial and operation reports required by the MAP 21/ FAST Act/ Bipartisan Infrastructure Law legislation. Assistance in the preparation of the National Transit Database (NTD) reports will also continue.

Additional administrative assistance will include: Preparing required certifications; Updating annual Title VI assurances; Providing an opportunity for public hearings on grant applications and fare/service changes; Processing procurements involving Federal and State funds; Assisting in planning for transit system capital investments that will lead to increased security for the transit system; Monitoring requirements of the grant process (e.g. labor certifications, third party contracting, bidding, and award process); Developing the Georgia public transportation portion of the Unified Planning Work Program; and providing technical assistance on any transit-related issues facing AT.

LSCOG and their BFE staff will participate in the above-mentioned activities on behalf of their program and will also engage in employee training and education; participation in, and attendance at, ARTS committees; community outreach and marketing events; multiple grant(s) development, writing, and grant administration; grant reporting; Disadvantaged Business Enterprise (DBE) reporting; procurement; service provider contracting and oversight. (missing a period)

#### Previous Work

1. Grant management for continuing FTA Section 5310 Enhanced Mobility for the Elderly and Disabled Persons for LSCOG.
2. First-time development of GTFS information for the BFE fixed routes.
3. Grant amendment for existing FTA federal award to support the BFE.

#### FY 2025 Work Activities and Schedule

ACTIVITIES	EXPECTED COMPLETION DATE
1. Update the Annual Title VI Monitoring Report.	August 2024
2. Update socioeconomic demographic GIS data analysis for EJ.	July 2024 - March 2025
3. Conduct public meetings for review and comment period for Program of Projects (POP) related to grant applications and fare increases/service reduction, MTP & and special studies.	As Needed
4. Assist in planning for transit system capital investments that will lead to increased security for the transit system.	As Needed
5. Develop UPWP and Georgia 5303 Grant Application.	October 31, 2024
6. Provide technical transit planning and grant management assistance related to Coordinated Human Services Transportation, ADA accessibility, transit service operational improvements, land use and transportation, transit-oriented development, and other issues.	As Needed
7. FY 2025 FTA 5303 Quarterly Reports to GDOT and SCDOT.	Oct, Jan, Apr, Jun
8. Facilitate MPO committee meetings for transit planning tasks.	Quarterly
9. Prepare split grant funding tables and assist with grant submission for 5307 and 5339 split allocations for AT and LSCOG.	January 31, - April 1, 2025
10. FY 2025 Invoices for Section 5310 Program sent from the MPO to the GDHS contractor for processing.	Monthly by the 10 <sup>th</sup>
11. Assist with POP and transit funding tables in TIP for AT and LSCOG.	September 30, 2025
12. FTA Section 5307 Grant Application SC	November 2025

ACTIVITIES	EXPECTED COMPLETION DATE
13. Semi-annual Disadvantaged Business Enterprise (DBE) Reporting for Urban Transit Services SC	Dec. & June 2024/2025
14. FTA Required Milestone Progress Reports (MPR) and Federal Financial Reports (FFR) Reporting for Grants in TrAMS SC	Annually
15. Quarterly Reporting for 5303 Planning Services SC	Quarterly
16. State Application to SCDOT for State Mass Transit Funds (SMTF) funding SC	March 30, 2025
17. Attendance and report presentation to all ARTS Committees SC	Quarterly
18. Applications for Funding to be used as Local Match SC	Annually
19. SCDOT Public Transportation Workshop	September 2025
20. Transportation Association of South Carolina (TASC) conference	Spring 2025
21. Attendance Georgia Transportation Association (GTA) Conference	December 2024
22. Triennial National Database Sampling – onboard counting of bus riders	Summer 2024
23. Attendance Zero Emission Bus Conference	Summer 2024
24. South Carolina Annual MPO/COG Workshop	TBD
25. National Transit Institute (NTI) webinars	On-Going
26. Assist with Program of Projects (POP) and transit funding tables	On-Going
27. Perform Transit Service Provider Contract Oversight	On-Going
28. LSCOG administration of FTA 5310 funding. Monthly ridership report and invoices submitted to the ARTS MPO.	Monthly

**Product(s)**

1. Grant administration activities for FTA Urban Section 5310
2. Submission of a grant application for capital and operating assistance for public transit
3. Preparation of the GA / SC UPWP public transit elements.
4. Various Monthly, Quarterly, and Annual Reports.
5. Attendance and presentation to all three ARTS Committees (each held bi-monthly).

**COST ESTIMATES AND PROPOSED FUNDING SOURCES**

**Responsible Agency:** Augusta Planning and Development Department (APDD), Lower Savannah Council of Governments (LSCOG), Georgia Department of Transportation (GDOT), and Federal Transit Administration (FTA).

FUNDING SOURCE	APDD	LSCOG	TOTAL
FTA (FHWA GA SEC 5303)	\$50,196.00	\$0.00	<b>\$50,196.00</b>
GA DOT (SEC 5303 Match)	\$6,274.50	\$0.00	<b>\$6,274.50</b>
APDD (SEC 5303 Match)	\$6,274.50	\$0.00	<b>\$6,274.50</b>
FTA (FHWA SC SEC 5303)	\$0.00	\$26,040.00	<b>\$26,040.00</b>
LSCOG (SEC 5303 Match)	\$0.00	\$6,510.00	<b>\$6,510.00</b>
<b>TOTALS</b>	<b>\$62,745.00</b>	<b>\$32,550.00</b>	<b>\$95,295.00</b>

## TASK 8.2 – Metropolitan Transportation Planning (System Level) (44.23.01)

**Purpose:** Provide and/or create current data annually that is utilized in the MTP and Analysis. These data sets include Socioeconomic Data/Environmental Justice; Land Use Monitoring; Transportation Surveys, Models and Analysis; GIS Development and Application; Long long-range transit Planning; Performance-Based Planning; Congestion Management; Air Quality Issues; Public Administration; and Intermodal Planning. Community Outreach and Education are performed as part of this task to disseminate the new information. To successfully respond to public transit requirements for Transit Asset Management (TAM) Plans and Safety. To review the ten-year planning horizon for the BFE’s Transit Improvement Study (TIS) completed in 2025.

### Previous Work

1. Developed framework for FTA Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities which included service operation strategy, grant administration, and mobility management for travel training.
2. LSCOG assisted with the development and implementation of the FTA Section 5310 urban program for residents of Aiken County who are 60+ or a person with a disability.
3. Developed GIS mapping for address matching for transit service zones to schedule mobility trips and reservations for ADA complementary trips.

### FY 2025 Work Activities and Schedule

ACTIVITIES	ESTIMATED COMPLETION DATES
1. Continue assessing the financial capability of AT and BFE and continue to secure other funding sources to implement recommendations from previous planning studies.	On-Going
2. Staff tasks related to 2050 MTP Performance-Based Multimodal Plan Update – Socioeconomic data, GIS analysis, and mapping, community outreach, regional travel demand model for transit.	July 2024 – June 30, 2025
3. LSCOG Updates and Amendments to the MTP SC.	As needed
4. Participate in Performance-Based Planning for the Transit System.	On-Going
5. Enhancements to Public Transit	On-Going

### Product(s):

1. ARTS will continue all task activities for FTA Section 5310 Enhance Mobility for Seniors and Individuals with Disabilities, service operation strategy, and regional Coordinated Human Services Transportation Framework.
2. 2050 MTP Performance-Based Multimodal Plan Update – socioeconomic data, land use development data collection and analysis, GIS analysis and mapping, community outreach, regional travel model for transit.
3. Corridor Plans – application of Land use and Access Management and Complete Streets policies to increase transit ridership and ADA safety
4. Performance Measures – Public Transit
5. GIS map and address matching for transit service zones to schedule mobility trips and reservations for ADA complementary trips.
6. To review, study, and assist August Transit in addressing transit-related issues. Issues include safety, bus shelter lighting, and ADA compliance.

### COST ESTIMATES AND PROPOSED FUNDING SOURCES

**Responsible Agency:** Augusta Planning and Development Department (APDD), Lower Savannah Council of Governments (LSCOG), Georgia Department of Transportation (GDOT), and Federal Transit Administration (FTA).

FUNDING SOURCE	APDD	LSCOG	TOTAL
FTA (FHWA GA SEC 5303)	\$67,200.00	\$0.00	\$67,200.00
GA DOT (SEC 5303 Match)	\$8,400.00	\$0.00	\$8,400.00
APDD (SEC 5303 Match)	\$8,400.00	\$0.00	\$8,400.00
FTA (FHWA SC SEC 5303)	\$0.00	\$2,000.00	\$2,000.00
LSCOG (SEC 5303 Match)	\$0.00	\$500.00	\$500.00
<b>TOTALS</b>	<b>\$84,000.00</b>	<b>\$2,500.00</b>	<b>\$86,500.00</b>

### TASK 8.3 - Short-Range Transportation Planning (44.24.00)

**Purpose:** To perform tasks that are immediate and are reviewed for implementation within the next 3-5 years. LSCOG staff will undertake their required short-range transit planning activities on behalf of the Best Friend Express and its paratransit programs. APDD will prepare short-range planning activities on behalf of Augusta Transit. This includes both transit program staff preparing the necessary operations reports, periodically evaluating the level of transit service, monitoring requirements of the grant process, preparing the annual update to the Title VI assurances, and assisting in the following year's UPWP.

#### FY 2025 Work Activities and Schedule

ACTIVITIES	EXPECTED COMPLETION DATE
1. Monitor, update, and program grant funds for buses and/or vans for ADA complementary services including the purchase or lease of new transit vehicles accessible to and usable by individuals with disabilities, including individuals who use wheelchairs.	On-Going
2. Participate with ARTS/MPO in a review and update, if needed, of any Regional Human Services Coordination Plan	On-going or as requested by the MPO
3. Marketing of any New or Revised Service	On-Going
4. Respond to Requests for Presentations to the Public or Agencies	On-Going
5. LSCOG Attorney and Executive Director Signatures on Annual Certification & Assurances for FTA	March 2025
6. Capital Vehicle Acquisition Planning	February 2025
7. Updates to Transit Asset Management (TAM) Plan	June 2025
8. Safety and Planning Mandate Updates	July – December 2024
9. Review the Planning Studies for Possible Implementation of Previous Recommendations	On-Going
10. Submit transit system performance data reported to NTD.	October 2024
11. Annual NTD Report and Validation Response	January – February 2025

#### Product(s):

1. Annual Certifications and Assurances
2. TAM Plan Updates
3. Transit section of UPWP Completed
4. Continued Implementation of the Public Transit Agency Safety Plan (PTASP)
5. Annual NTD Report

#### COST ESTIMATES AND PROPOSED FUNDING SOURCES

**Responsible Agency:** Augusta Planning and Development Department (APDD), Lower Savannah Council of Governments (LSCOG), Georgia Department of Transportation (GDOT), and Federal Transit Administration (FTA).

FUNDING SOURCE	APDD	LSCOG	TOTALS
FTA (SEC 5303)	\$51,200.00	\$0.00	\$51,200.00
GA DOT (SEC 5303 Match)	\$6,400.00	\$0.00	\$6,400.00
APDD (GA PL Match)	\$6,400.00	\$0.00	\$6,400.00
FTA (SEC 5303)	\$0.00	\$15,960.00	\$15,960.00
LSCOG (SEC 5303 Match)	\$0.00	\$3,990.00	\$3,990.00
<b>TOTAL</b>	<b>\$64,000.00</b>	<b>\$19,950.00</b>	<b>\$83,950.00</b>

## TASK 8.4 - Transportation Improvement Program (44.25.00)

**Purpose:** LSCOG will participate with the ARTS MPO in the completion of the TIP and its updates; coordinate with the MPO for the split allocation letters for Section 5307 funding; assist with the additional programming of FTA Section 5339 and 5310.

### Previous Work

1. Continued assessment of the financial capability of AT and secure other possible funding sources to implement recommendations from the COA.

### FY 2025 Work Activities and Schedule

ACTIVITIES	ESTIMATED COMPLETION DATES
1. Prepare and submit to the ARTS MPO the annual updates to the TIP.	As Needed
2. Review SC STIP and follow up with APDD to make sure LSCOG programming has made it to SCDOT. Programming may include but is not limited to sections 5307, 5339, and 5310.	November 2025
3. Update the text in the TIP regarding the Program of Projects and Financial Plan for the BFE transit system.	On-going

### Product(s):

1. Completed TIP document reviewed and adopted by the ARTS Committees.
2. SCDOT STIP reflecting accurate programming information for Aiken County Transit.

### COST ESTIMATES AND PROPOSED FUNDING SOURCES

**Responsible Agency:** Augusta Planning and Development Department (APDD), Lower Savannah Council of Governments (LSCOG), Georgia Department of Transportation (GDOT), and Federal Transit Administration (FTA).

FUNDING SOURCE	APDD	LSCOG	TOTALS
FTA (FHWA GA SEC 5303)	\$26,400.00	\$0.00	<b>\$26,400.00</b>
GA DOT (SEC 5303 Match)	\$3,300.00	\$0.00	<b>\$3,300.00</b>
APDD (SEC 5303 Match)	\$3,300.00	\$0.00	<b>\$3,300.00</b>
FTA (FHWA SC SEC 5303)	\$0.00	\$4,000.00	<b>\$4,000.00</b>
LSCOG (SEC 5303 Match)	\$0.00	\$1,000.00	<b>\$1,000.00</b>
<b>TOTAL</b>	<b>\$33,000.00</b>	<b>\$5,000.00</b>	<b>\$38,000.00</b>

**Figure 4 - FTA Section 5303 Budget Activity Line Item**

UPWP FY 2025 SECTION 5303 GA & SC ARTS FTA SUMMARY WORK ELEMENT		APDD			
		FTA SEC 5303	GA DOT Match	APDD Match	Total GA SEC 5303
8.1	Program Support and Administration (44.21.00)	\$50,196.00	\$6,274.50	\$6,274.50	\$62,745.00
8.2	Long-Range Transportation Planning (44.23.01)	\$67,200.00	\$8,400.00	\$8,400.00	\$84,000.00
8.3	Short-Range Transportation Planning (44.24.00)	\$51,200.00	\$6,400.00	\$6,400.00	\$64,000.00
8.4	Transportation Improvement Program (44.25.00)	\$26,400.00	\$3,300.00	\$3,300.00	\$33,000.00
<b>Total</b>		<b>\$194,996.00</b>	<b>\$24,374.50</b>	<b>\$24,374.50</b>	<b>\$243,745.00</b>

UPWP FY 2025 SECTION 5303 GA & SC ARTS FTA SUMMARY WORK ELEMENT		LSCOG		
		FTA SEC 5303	LSCOG Match	Total SC SEC 5303
8.1	Program Support and Administration (44.21.00)	\$26,040.00	\$6,510.00	\$32,550.00
8.2	Long-Range Transportation Planning (44.23.01)	\$2,000.00	\$500.00	\$2,500.00
8.3	Short-Range Transportation Planning (44.24.00)	\$15,960.00	\$3,990.00	\$19,950.00
8.4	Transportation Improvement Program (44.25.00)	\$4,000.00	\$1,000.00	\$5,000.00
<b>Total</b>		<b>\$48,000.00</b>	<b>\$12,000.00</b>	<b>\$60,000.00</b>