

“Representing the Town of Bluff City, City of Elizabethton, City of Johnson City, Town of Jonesborough,  
portion of the Town of Unicoi, and portions of Carter, Sullivan, and Washington Counties”

August 5, 2020

Ms. Jennifer Marshall  
Tennessee Department of Transportation  
Suite 900, James K. Polk Building  
505 Deaderick Street  
Nashville, Tennessee 37243-0334

Subject: Administrative Modification for the Johnson City MTPO FYs 2020-2021 UPWP

Dear Ms. Marshall:

The Johnson City MTPO has completed an administrative modification to the Federal Fiscal Years 2020-2021 Unified Planning Work Program to move funds between two tasks. More time is being allocated to the Administrative Activities task, so more funding is needed to finish out the fiscal year. The UPWP has been modified as follows:

- Adjusted FY 2020 to move funding from Task A2 to Task A1:
  - Increased Task A1 by \$20,000 (\$16,000 FHWA federal funds and \$4,000 Local) for a new grand total of \$150,000; and
  - Decreased Task A2 by \$20,000 (\$16,000 FHWA federal funds and \$4,000 Local) for a new grand total of \$70,000.

The percentage increase to Task A1 is 15.38%, which is under the amendment threshold of 20%. We have also modified two of the FY 2020 summary tables to show the moved funds. We have enclosed the old and modified pages. Changes to the modified pages are highlighted.

If you have any other questions or need additional information, please let me know.

Sincerely,



Mary Butler  
Transportation Planner

Enclosure

## End Products (Schedule) – FY 2021

End Product	By Whom	When
Prepare for and host Executive Board and Executive Staff meetings	Johnson City MTPO Staff	As needed Oct 1, 2020 – Sept 30, 2021
Attend meetings, trainings, workshops and conferences	Johnson City MTPO Staff	As needed Oct 1, 2020 – Sept 30, 2021
Quarterly Invoices and Progress Reports	Johnson City MTPO Staff; TDOT Staff	Oct 2020, Jan 2021, Apr 2021, July 2021
Develop two-year FY 2022-2023 UPWP for review	Johnson City MTPO Staff; TDOT Staff; FHWA/FTA Staff	By Feb 2021
Adopt performance targets for safety for the five-year period of 2017-2021	Johnson City MTPO Staff; TDOT Staff	By Feb 2021
Attend Title VI Training	Johnson City MTPO Staff	By May 2021
Check for effectiveness of PPP after new transportation act is passed and amend if necessary	Johnson City MTPO Staff	By July 2021
Adopt and submit two-year FY 2022-2023 UPWP	Johnson City MTPO Staff; TDOT Staff; FHWA/FTA Staff	By Aug 2021

**Planning Factors Considered:** This task considers seven of the ten FAST Act Planning Factors, as shown in **Table 4** on page 14 while conducting administrative activities, and noted with individual activities, which are Economic Vitality, System Safety, System Security, Integration and Connectivity, System Management and Operations, System Resiliency, and Travel and Tourism.

## Budget and Funding Source

Task A1 – Administrative Activities – FY 2020				
CPG Federal Funds		TDOT Match	Local Match	Johnson City MTPO Total
FHWA	FTA*			
\$80,000	\$24,000	\$3,000	\$23,000	\$130,000

Task A1 – Administrative Activities – FY 2021				
CPG Federal Funds		TDOT Match	Local Match	Johnson City MTPO Total
FHWA	FTA*			
\$80,000	\$24,000	\$3,000	\$23,000	\$130,000

*\*Please note that although FTA provides funds to MPOs for metropolitan planning, they are no longer an oversight agency for the CPG.*

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Budget and Funding Source

Task A1 – Administrative Activities – FY 2020				
CPG Federal Funds		TDOT Match	Local Match	Johnson City MTPO Total
FHWA	FTA*			
\$96,000	\$24,000	\$3,000	\$27,000	\$150,000

Task A1 – Administrative Activities – FY 2021				
CPG Federal Funds		TDOT Match	Local Match	Johnson City MTPO Total
FHWA	FTA*			
\$80,000	\$24,000	\$3,000	\$23,000	\$130,000

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Budget and Funding Source

Task A2 – Data Inventories & Surveillance – FY 2020				
CPG Federal Funds		TDOT Match	Local Match	Johnson City MTPO Total
FHWA	FTA*			
\$72,000	\$0	\$0	\$18,000	\$90,000

Task A2 – Data Inventories & Surveillance – FY 2021				
CPG Federal Funds		TDOT Match	Local Match	Johnson City MTPO Total
FHWA	FTA*			
\$36,000	\$0	\$0	\$9,000	\$45,000

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Budget and Funding Source

Task A2 – Data Inventories & Surveillance – FY 2020				
CPG Federal Funds		TDOT Match	Local Match	Johnson City MTPO Total
FHWA	FTA*			
\$56,000	\$0	\$0	\$14,000	\$70,000

Task A2 – Data Inventories & Surveillance – FY 2021				
CPG Federal Funds		TDOT Match	Local Match	Johnson City MTPO Total
FHWA	FTA*			
\$36,000	\$0	\$0	\$9,000	\$45,000

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Budget Summary – Funding Sources

**Table 6**  
**Funding Sources- Johnson City Urbanized Area**  
**Fiscal Year 2020**

TASK	CONSOLIDATED PLANNING GRANT					TOTAL
	FHWA PL 112 80%	LOCAL MATCH 20%	FTA Sec. 5303 80%	TDOT MATCH 10%	LOCAL MATCH 10%	
<b>A1. Administration</b>	\$80,000	\$20,000	\$24,000	\$3,000	\$3,000	<b>\$130,000</b>
<b>A2. Data Inventories</b>	\$72,000	\$18,000	\$0	\$0	\$0	<b>\$90,000</b>
<b>B. MTP</b>	\$20,000	\$5,000	\$0	\$0	\$0	<b>\$25,000</b>
<b>C. TIP</b>	\$20,000	\$5,000	\$4,000	\$500	\$500	<b>\$30,000</b>
<b>D. Transit Planning</b>	\$0	\$0	\$20,000	\$2,500	\$2,500	<b>\$25,000</b>
<b>E. Sub-Area Study</b>	\$104,000	\$26,000	\$0	\$0	\$0	<b>\$130,000</b>
<b>F. TMA Study</b>	\$0	\$0	\$0	\$0	\$0	<b>\$0</b>
<b>TOTAL</b>	<b>\$296,000</b>	<b>\$74,000</b>	<b>\$48,000</b>	<b>\$6,000</b>	<b>\$6,000</b>	<b>\$430,000</b>

TASK	FHWA STBG 80%	LOCAL MATCH 20%	TOTAL
<b>G. ADA Transition Plan</b>	\$124,000	\$31,000	<b>\$155,000</b>
<b>TOTAL</b>	<b>\$124,000</b>	<b>\$31,000</b>	<b>\$155,000</b>

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<b>A1. Administration</b>	\$96,000	\$24,000	\$24,000	\$3,000	\$3,000	\$150,000
<b>A2. Data Inventories</b>	\$56,000	\$14,000	\$0	\$0	\$0	\$70,000
<b>B. MTP</b>	\$20,000	\$5,000	\$0	\$0	\$0	\$25,000
<b>C. TIP</b>	\$20,000	\$5,000	\$4,000	\$500	\$500	\$30,000
<b>D. Transit Planning</b>	\$0	\$0	\$20,000	\$2,500	\$2,500	\$25,000
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<b>F. TMA Study</b>	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	<b>\$296,000</b>	<b>\$74,000</b>	<b>\$48,000</b>	<b>\$6,000</b>	<b>\$6,000</b>	<b>\$430,000</b>

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Budget Summary – Agency Participation

**Table 8**  
**Agency Participation- Johnson City Urbanized Area**  
**Fiscal Year 2020**

TASK		TDOT	MPO	TOTAL
<b>A1.</b>	<b>Administration</b>	\$3,000	\$127,000	<b>\$130,000</b>
<b>A2.</b>	<b>Data Inventories</b>	\$0	\$90,000	<b>\$90,000</b>
<b>B.</b>	<b>MTP</b>	\$0	\$25,000	<b>\$25,000</b>
<b>C.</b>	<b>TIP</b>	\$500	\$29,500	<b>\$30,000</b>
<b>D.</b>	<b>Transit Planning</b>	\$2,500	\$22,500	<b>\$25,000</b>
<b>E.</b>	<b>Sub-Area Study</b>	\$0	\$130,000	<b>\$130,000</b>
<b>F.</b>	<b>TMA Study</b>	\$0	\$0	<b>\$0</b>
<b>TOTAL</b>		<b>\$6,000</b>	<b>\$424,000</b>	<b>\$430,000</b>

TASK		TDOT	Elizabethton	TOTAL
<b>G.</b>	<b>ADA Transition Plan</b>	\$0	\$155,000	<b>\$155,000</b>
<b>TOTAL</b>		<b>\$0</b>	<b>\$155,000</b>	<b>\$155,000</b>



Budget Summary – Agency Participation

**Table 8**  
**Agency Participation- Johnson City Urbanized Area**  
**Fiscal Year 2020**

TASK		TDOT	MPO	TOTAL
A1.	Administration	\$3,000	\$147,000	\$150,000
A2.	Data Inventories	\$0	\$70,000	\$70,000
B.	MTP	\$0	\$25,000	\$25,000
C.	TIP	\$500	\$29,500	\$30,000
D.	Transit Planning	\$2,500	\$22,500	\$25,000
E.	Sub-Area Study	\$0	\$130,000	\$130,000
F.	TMA Study	\$0	\$0	\$0
<b>TOTAL</b>		<b>\$6,000</b>	<b>\$424,000</b>	<b>\$430,000</b>

TASK		TDOT	Elizabethton	TOTAL
G.	ADA Transition Plan	\$0	\$155,000	\$155,000
<b>TOTAL</b>		<b>\$0</b>	<b>\$155,000</b>	<b>\$155,000</b>