

**Metropolitan Transportation Commission**  
**Administration Committee**

**April 10, 2024**

**Agenda Item 2i-24-0372**

**Metropolitan Transportation Commission (MTC) Resolution No. 4577, Revised  
Fiscal Year (FY) 2024-25 Overall Work Program (OWP) Amendment No. 2**

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**Subject:**

Staff requests that Metropolitan Transportation Commission (MTC) Resolution No. 4577 Revised, be referred to the Commission for approval, authorizing an amendment to the fiscal year (FY) 2023-24 Overall Work Program (OWP). This amendment programs the final allocations of the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) transportation planning funds and revises revenue and expense line items.

**Background:**

The OWP is an annual or biennial statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. At a minimum, an OWP includes a description of the planning work and resulting products, who will perform the work, time frames for completing the work, the cost of the work, and the source(s) of funds. Metropolitan Planning Organizations (MPOs) are required to develop an OWP to govern work programs for the expenditure of FHWA, FTA, and State planning funds pursuant to Title 23 Code of Federal Regulations (CFR) 450.308(b). As the federally designated MPO for the nine-county San Francisco Bay Area region, the MTC annually develops and maintains the OWP, which is the principal document governing the budget, allocation, and use of federal and state transportation planning funds.

**Financial Impact:**

The OWP is subject to periodic adjustments resulting from changes in activities, scope of work, transportation planning tasks and deliverables as well as revisions to revenues and expenses during the fiscal year. The proposed FY 2023-24 OWP Amendment No. 2 includes the following revisions:

- The initial FY 2023-24 FHWA Planning (PL) grant award was \$9,526,211 and the revised amount is \$9,909,141, resulting in an overall \$382,930 increase.
- The initial FY 2023-24 FHWA Planning (PL) Complete Streets grant award was \$269,882 and the revised amount is \$254,081, resulting in an overall (\$15,801) decrease.
- The initial FY 2023-24 FTA 5303 grant award was \$4,734,683 and the revised amount is \$4,963,854, resulting in an overall increase of \$229,171.

- The FY 2023-24 OWP revised apportionment adjustments of FHWA and FTA transportation planning funds are programmed under work elements: 1121 (Regional Transportation Plan/Sustainable Communities Strategy (Plan Bay Area), 1125 (Active Transportation Planning), 1517 (Transit Sustainability Planning), and 1622 (Next-Generation Bay Area Freeways Study) for related consultant and staff costs.
- Adjustments for revenue and expense line items of transportation projects and activities of regional significance which are funded by federal, state, and local sources.

Commission approval is the first step in authorizing the amendment to the FY 2023-24 OWP. Following approval by the Commission, Caltrans, the FHWA, and the FTA will review and approve the OWP.

An electronic version of the FY 2024-25 OWP can be reviewed at the following link:  
<https://mtc.ca.gov/about-mtc/administrative-requirements/overall-work-program-owp>

**Issues:**

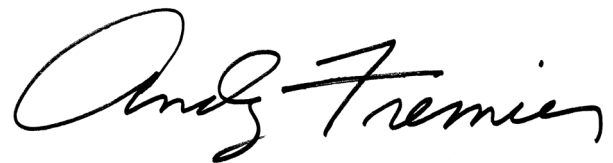
None identified.

**Recommendations:**

Staff recommends that the Committee refer the Metropolitan Transportation Commission (MTC) Resolution No. 4577, Revised – Fiscal Year (FY) 2023-24 Overall Work Program (OWP) Amendment No. 2 to the Commission for approval.

**Attachments:**

- Attachment A: MTC Resolution No. 4577, Revised FY 2023-24 Overall Work Program (OWP) Amendment No. 2



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Andrew B. Fremier