



Unified Planning Work Program

Fiscal Years 2026 and 2027 *(July 1, 2025 – June 30, 2027)*



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From the Bend Metropolitan Planning Organization (BMPO)

The preparation of this report has been financed in part by funds from the U.S. Department of Transportation (USDOT), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and the Oregon Department of Transportation (ODOT). BMPO staff and members of the BMPO Policy Board and BMPO Technical Advisory Committee (TAC) are solely responsible for the material contained herein.



FIGURE 1: REED MARKET ROAD AND BROOKSWOOD BOULEVARD ROUNDABOUT, IN BEND

Resolution 2025-02

Bend Metropolitan Planning Organization (BMPO) Policy Board

For the purpose of adopting the BMPO Unified Planning Work Program (UPWP) for fiscal years 2026 and 2027.

WHEREAS, the U.S. Department of Commerce, Bureau of Census has declared that the City of Bend and the adjoining areas in Deschutes County form an Urbanized Area, named the Bend Urbanized Area; and

WHEREAS, the U.S. Department of Transportation and the Oregon Department of Transportation (ODOT) have designated representatives of the said areas, together with a representative of ODOT, as the BMPO to conduct the Metropolitan Transportation Planning Process; and

WHEREAS, the BMPO must prepare an annual or biennial UPWP that identifies program activities and expenditures; and

WHEREAS, the BMPO Policy Board did review and hold a public comment period on the UPWP for fiscal years 2026 and 2027.

NOW, THEREFORE, BE IT RESOLVED, that the BMPO Policy Board approves and adopts the UPWP for fiscal years 2026 and 2027.

Adopted by the BMPO the 18th of April 2025.

Yes: _____ No: _____ Abstain: _____

Authenticated by the Chair this 18th of April 2025

Ariel Méndez, BMPO Chair

Witness:

Tyler Deke, BMPO Manager

BMPO Members and Staff

BMPO Policy Board

- Ariel Méndez, Chair, City of Bend
- Phil Chang, Vice Chair, Deschutes County
- Omar Ahmed, ODOT Region 4
- Melanie Kebler, City of Bend
- Mike Riley, City of Bend

BMPO Technical Advisory Committee (TAC)

- Quinn Kever, Bend Park and Recreation District (BPRD)
- Paul Dean, Bend La Pine Schools (BLS)
- Eric Lint, Cascades East Transit (CET)
- Josh Clawson, Central Oregon Community College
- Greg Bryant, Citizen Representative
- James Dorofi, Citizen Representative
- Susanna Julber, City of Bend
- Brian Potwin, Commute Options
- Tarik Rawlings, Deschutes County
- Neil Baunsgard, Deschutes County Bicycle and Pedestrian Advisory Committee (BPAC)
- Ken Shonkwiler, ODOT Region 4
- Casey Bergh, Oregon State University-Cascades
- Jasmine Harris, FHWA*
- Danielle Casey, FTA*
- Angie Brewer, Oregon Department of Land Conservation and Development (DLCD)*

BMPO Staff

- Tyler Deke, Manager*
- Andrea Napoli, Senior Planner
- Kelli Kennedy, Program Coordinator

**Indicates non-voting member of the BMPO TAC.*

Overview

Introduction

The Unified Planning Work Program (UPWP) is a document that incorporates all transportation planning and supports continuing, cooperative, and comprehensive (3Cs) planning processes and activities in the BMPO area during fiscal years 2026 and 2027 (FY26 and FY27)¹. The UPWP serves to satisfy **23 Code of Federal Regulations (CFR) Part 450.C**. It is intended to provide a framework for the coordination of transportation planning efforts by local, state, and regional agencies through the BMPO Policy Board. The UPWP outlines four major work tasks and many specific work subtasks and is the federally mandated and federally funded program required to be fulfilled by the BMPO. In addition, Appendix B describes significant planning, design, and construction projects being undertaken by other agencies and jurisdictions in the BMPO planning area.



FIGURE 2: US20/ROBAL LANE ROUNDABOUT

Transportation is an important issue for people within our region and across the nation. There are significant concerns about increasing demands on the transportation system in an environment of limited funding for all types of transportation projects, rapidly changing technologies, the demand for improved bicycling and walking options, economic competitiveness, safety concerns, and the preservation of “quality of life.” In Central Oregon, rapid population growth, rapidly escalating housing costs, and an increasing tourism industry continue to highlight the importance of coordinated transportation planning. In addition, work is underway locally and at the state and federal levels to address emissions from the transportation sector. To help address these issues, the BMPO, in conjunction with its local partners, has undertaken and participated in many efforts to improve the safety and efficiency of all modes of transportation and to better coordinate the transportation system with the land use system.

¹ The fiscal year (FY) aligns with the state fiscal year, which runs from July 1 of one calendar year to June 30 of the following calendar year. FY26 runs from July 1, 2025, through June 30, 2026, and FY27 runs from July 1, 2026, through June 30, 2027. FY26 and FY27 are the business years for the current UPWP.

BMPO Boundary

The BMPO Boundary (shown in Figure 3) includes the area within the City of Bend Urban Growth Boundary, abutting areas designated as urbanized areas by the 2020 Census, and areas that may be annexed into the city to accommodate growth and anticipated development over the next twenty years.

In November 2024, adjustments to the BMPO boundary were approved by the BMPO Policy Board. The adjusted boundary received final approval, at the state level, in January 2025.

The BMPO boundary may be viewed in more detail by downloading a copy of the map from the **BMPO website**.

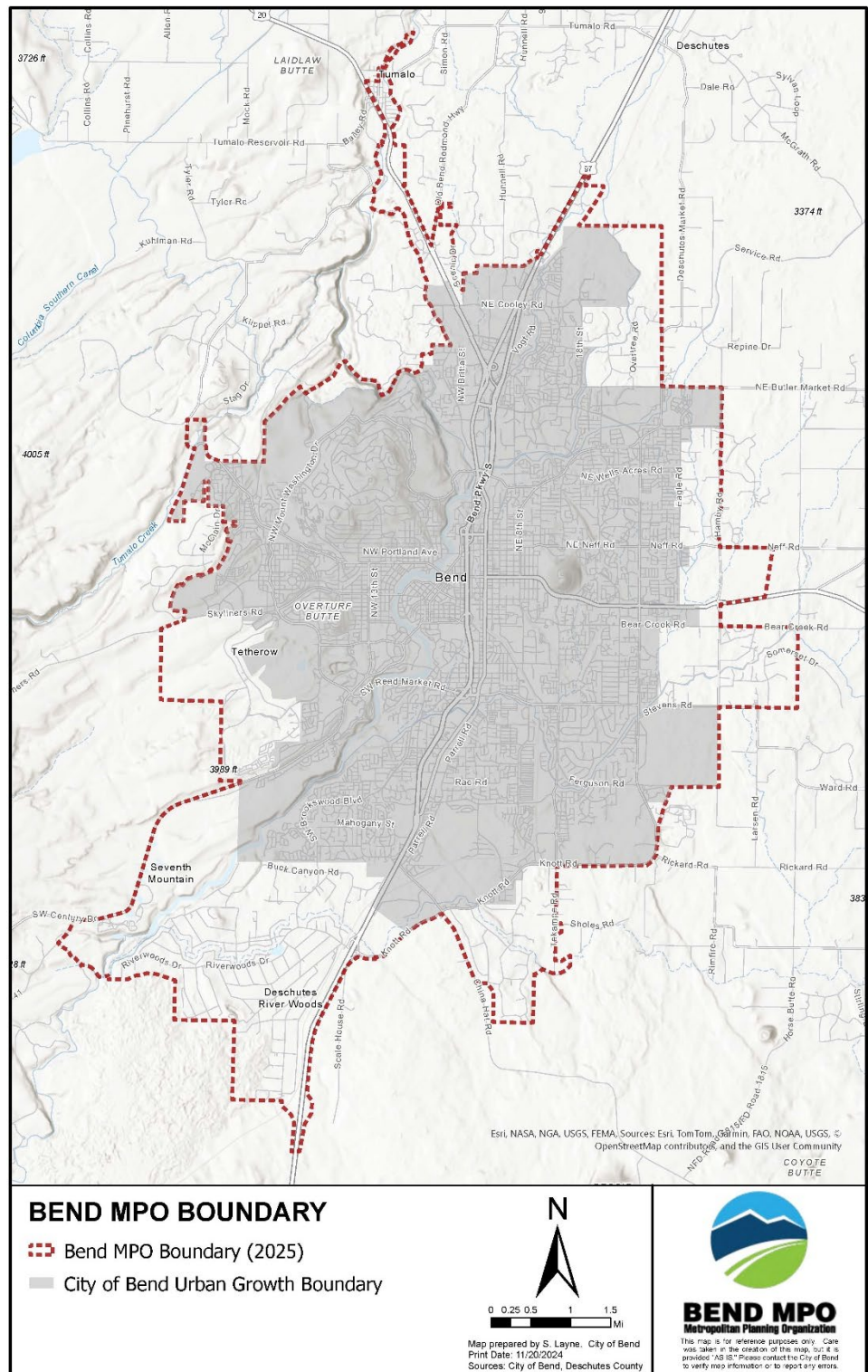


FIGURE 3: MAP OF THE BMPO BOUNDARY, AS APPROVED IN JANUARY 2025. A FULL-SIZED VERSION OF THE MAP IS AVAILABLE FOR DOWNLOAD ON THE **BMPO WEBSITE.**

Purpose

The FHWA and FTA have established Metropolitan Planning Organization (MPO) policy guidelines with the purpose of:

- 1) integrating modal planning at the metropolitan level;
- 2) achieving intermodal planning and coordination, and
- 3) relating these activities to local comprehensive planning as stated in **23 CFR Section 450.300**.

Pursuant to Infrastructure Investment and Jobs Act (IIJA), also known as the Bipartisan Infrastructure Law **Fixing America's Surface Transportation Act** guidelines and **U.S. Code Title 23 Chapter 1 Section 134 (Metropolitan transportation planning)** the FY26-FY27 UPWP for the BMPO is the document identifying all transportation and related planning activities that will be undertaken within the metropolitan area from July 1, 2025 to June 30, 2027. The work program was developed to serve these specific objectives:

- Define work activities to meet the needs of local, state, and federal agencies in accordance with applicable transportation requirements.
- Identify funding sources and shortfalls for work to be completed.
- Coordinate work activities and relationships (both internal and external).
- Promote the wise use of public resources through sound decision-making and interagency coordination.

Process

DEVELOPMENT PROCESS

The UPWP helps direct organizational activities by determining staff duties, ensuring those duties relate to the UPWP goals, objectives, and principal themes, and facilitating structured information sharing among staff.

The UPWP is developed annually to target programs and projects that are to be accomplished by BMPO staff. Those programs and projects are identified through local priorities and federal legislation. Development of the UPWP is a coordinated process involving the member agencies of the BMPO and representatives from the BMPO TAC and BMPO Policy Board. Additionally, development is coordinated with FHWA, FTA, and ODOT, and approved by the BMPO Policy Board.

The UPWP also serves to establish the annual budget. The UPWP describes work elements to be performed, indicating local agency work participation and sources of funding.

The UPWP is tied to the BMPO Budget Committee process for required budget law obligations. The BMPO Budget Committee met in March 2025 and considered the proposed FY26 budget document. The budget document is a condensed version of the UPWP. Legal notices of the BMPO Budget Committee meeting and the public hearing at the proposed adoption process with the BMPO Policy Board was advertised as specified in State Budget Law. The purpose of the Budget Committee meeting was to receive the budget message, allow for public comments, and provide a recommendation to the Policy Board for adoption. All meetings of BMPO committees are open to the public. The Policy Board adopted the budget in April 2025. The same processes will be followed leading up to review and adoption of the proposed FY27 budget document, with the Budget Committee to meet in late March or early April 2026.

AMENDMENT PROCESS

This section describes the two types of amendments to process changes to the UPWP: administrative and formal.

Formal (or “full”) amendments to the UPWP require approval by the BMPO Policy Board and are required when any of the following occur:

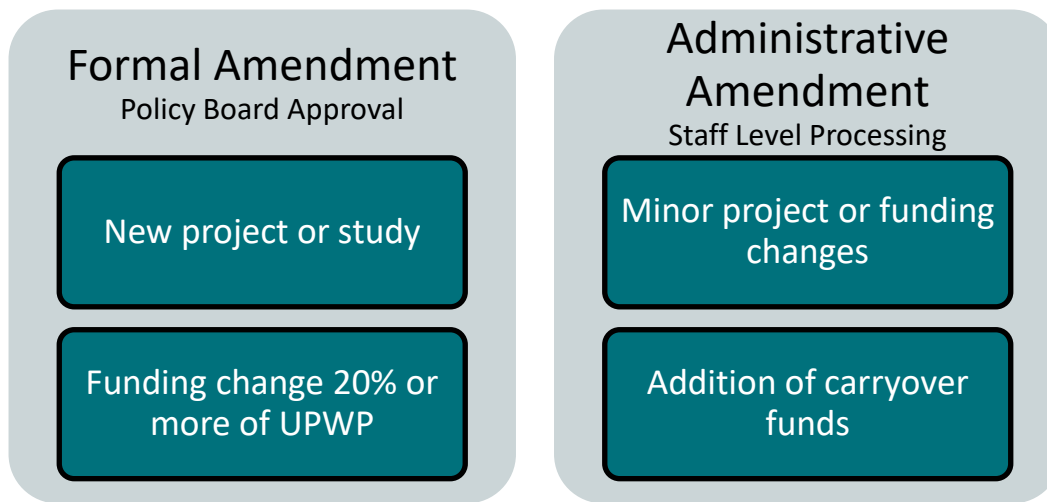
- A new planning task and/or subtask is identified.
- There is 20% change in total UPWP project costs (not by individual project). This does not cover carryover funds for a project/program extending multiple fiscal years that is determined upon fiscal year closeout².

Administrative amendments are done at the staff level and occur for the following reasons:

- Changes to total UPWP project costs that do not exceed the thresholds for a formal amendment.
- Revisions to the UPWP narrative, including objectives and products expected in the fiscal year.
- Addition of carryover funds from the previous fiscal year once closeout has been completed to projects/programs that extend across multiple fiscal years.

² Closeout reports are produced after the conclusion of each fiscal year and are submitted to ODOT. They compare the actual revenues received during the fiscal year with the most recent revenue estimate.

FIGURE 4: TYPES OF AMENDMENTS



BMPO will follow the processes outlined in the MPO UPWP Protocols contained in Appendix E.

Amendments are posted on the [BMPO Work Program & Budget webpage](#).

PUBLIC NOTIFICATION PROCESS

The BMPO engages the public through visitor comments at public meetings with scheduled BMPO committees. Notifications of the development of the UPWP are included on the BMPO website, through Policy Board meeting agenda email notification to stakeholder groups and interested parties, the media, and collaboration with ODOT, FHWA, and FTA. BMPO staff reviews submitted comments and incorporates changes to the UPWP where needed. More significant comments are reviewed with the BMPO Policy Board. Staff contacts the commenting entity and provides a summary of how major comments were considered and whether they were incorporated.

Organizational Structure

The BMPO was designated on December 18, 2002, by the Governor of Oregon. The primary function of an MPO is to conduct a continuing, cooperative, and comprehensive transportation planning process.

The BMPO organizational structure operates as an entity separate from the participating jurisdictions; no single entity dominates the organization's decision-making processes. The BMPO Policy Board has been established to oversee the processes of the BMPO. The Board is comprised of three members of the Bend City Council, one member of the Deschutes County Board of Commissioners, and one representative from ODOT Region 4. The BMPO is currently undergoing the process to add the area transit provider, Cascades East Transit (CET)/Central Oregon Intergovernmental Council (COIC), to the BMPO Policy Board.

Federal legislation for the BMPO requires the following basic functions and plans:

- Develop and maintain a long-range Metropolitan Transportation Plan (MTP)
- Develop and maintain a short-range Metropolitan Transportation Improvement Program (MTIP)
- Coordinate transportation decisions among local jurisdictions, state agencies, tribal governments, and area transit operators
- Develop an annual work program or a biennial work program that is updated mid-cycle

The status of the plans listed above, and others, are provided in *Table 1: BMPO Status of Major Plans*.

The BMPO entered into an intergovernmental agreement (IGA) with the City of Bend establishing the city as the administrative and fiscal agent for the BMPO. The agreement was renewed and extended indefinitely in July 2013³.

BMPO POLICY BOARD

The BMPO Policy Board is comprised of officials from the City of Bend, Deschutes County, and ODOT Region 4. The BMPO Policy Board is the decision-making body for the MPO. Board membership is determined by each jurisdiction. The Policy Board meets monthly. To learn more, visit the [BMPO Policy Board webpage](#).

BMPO TECHNICAL ADVISORY COMMITTEE (TAC)

The BMPO TAC consists primarily of public works and planning staff of local and state agencies. Additional membership includes two community member seats and representatives from Central Oregon Community College, Oregon State University-Cascades, Commute Options, FHWA, CET, Bend La Pine Schools (BLS), and FTA. The TAC advises the Policy Board on technical transportation issues and reviews the transportation documents produced by BMPO staff. TAC meetings are scheduled monthly. For special projects, additional members may be added to represent specific issues or areas (e.g., emergency response). More information is available via the [BMPO TAC webpage](#).

BMPO BUDGET COMMITTEE

The BMPO Budget Committee is comprised of five community members and all members of the BMPO Policy Board. The committee meets annually, typically in the spring, to receive the budget message and review the proposed budget for the subsequent fiscal year. To learn more, visit the [BMPO Work Program & Budget webpage](#).

³ In FY26, the BMPO-City IGA will be reviewed and updated. The duration of the updated agreement will be included in the review process.

Major Plans

The status of major plans in the BMPO area is shown in the following table. The latest plans can be reviewed by using the link in the Plan Name column of the table. Plans are also posted on the [BMPO Plans and Programs webpage](#).

TABLE 1: BMPO STATUS OF MAJOR PLANS

Plan Name	Last Update	Plan Cycle	Date Completed or Adopted	Anticipated Completion Date of Next Update
Annual Obligation Report	Federal fiscal year 2024 (FFY24) ⁴	Annual update, due within 90 days of the end of each federal fiscal year.	December 2024	Every December
UPWP	FY25	Biennial program, mid-cycle update, July 1 – June 30.	April 2024	Every April
Public Participation Plan (PPP)	August 2021	Review for potential update every 3-4 years.	August 2021	Pending review in 2025
Title VI Plan	October 2019	Review for potential update every 3-4 years. Annual tasks: update demographic data and submit Title VI reports (to ODOT).	Review for update completed October 2022. FFY24 Annual Accomplishment Report submitted November 2024.	Pending review in 2025
MTP	September 2024	Update every 5 years.	September 2024	September 2029
MTIP	2024-2027 MTIP	Update every 2-3 years.	Spring 2023	June 2026

⁴ Some BMPO work is based on the federal fiscal year (FFY), which runs from October 1 of one calendar year to September 30 of the following calendar year. For instance, FFY24 runs from October 1, 2023, through September 30, 2024.

Performance Measures (PMs)

The BMPO Policy Board adopted resolutions to support state targets for the BMPO PMs shown in the following table (Table 2). Also shown in the table is the reporting status for each PM.

Federal transportation legislation has established a performance-based planning framework intended to improve transparency and hold state transportation departments, transit agencies, and MPOs accountable for the effectiveness of their transportation planning and investment choices. The objective of the framework is to ensure states and MPOs invest federal resources in projects that collectively will make progress toward the achievement of the national goals identified in federal transportation legislation. Our work in Task 4 details efforts the BMPO plans to take to move toward a performance-based planning and programming process.

TABLE 2: PM REPORTING STATUS

Performance Measure	BMPO Adoption Date	BMPO Plan or Program with PMs	Action Planned	Target Date for Update
Emissions	To be determined.	MTP	Future adoption.	To be determined.
Pavement and Bridge Condition	April 2023	MTIP, MTP	Coordination with ODOT and local jurisdictions to update condition reports.	Spring 2025
Roadway Safety	April 2023	Bend Transportation Safety Action Plan (TSAP), MTIP, MTP	Bend TSAP update to begin in FY25, update to include current crash data.	Spring 2025
System Performance	April 2023	MTIP, MTP	Coordination with ODOT and local jurisdictions to update condition reports.	Spring 2025
Transit State of Good Repair	April 2020	MTIP, MTP	Performance reported in MTIP and MTP updates.	Spring 2026
Transit Safety	April 2020	MTIP, MTP	Performance reported in MTIP and MTP updates.	Spring 2026

Major Tasks and Transportation Activities

Timeline of major tasks are shown in Figure 5, below.

FIGURE 5: BMPO TIMELINE OF MAJOR TASKS

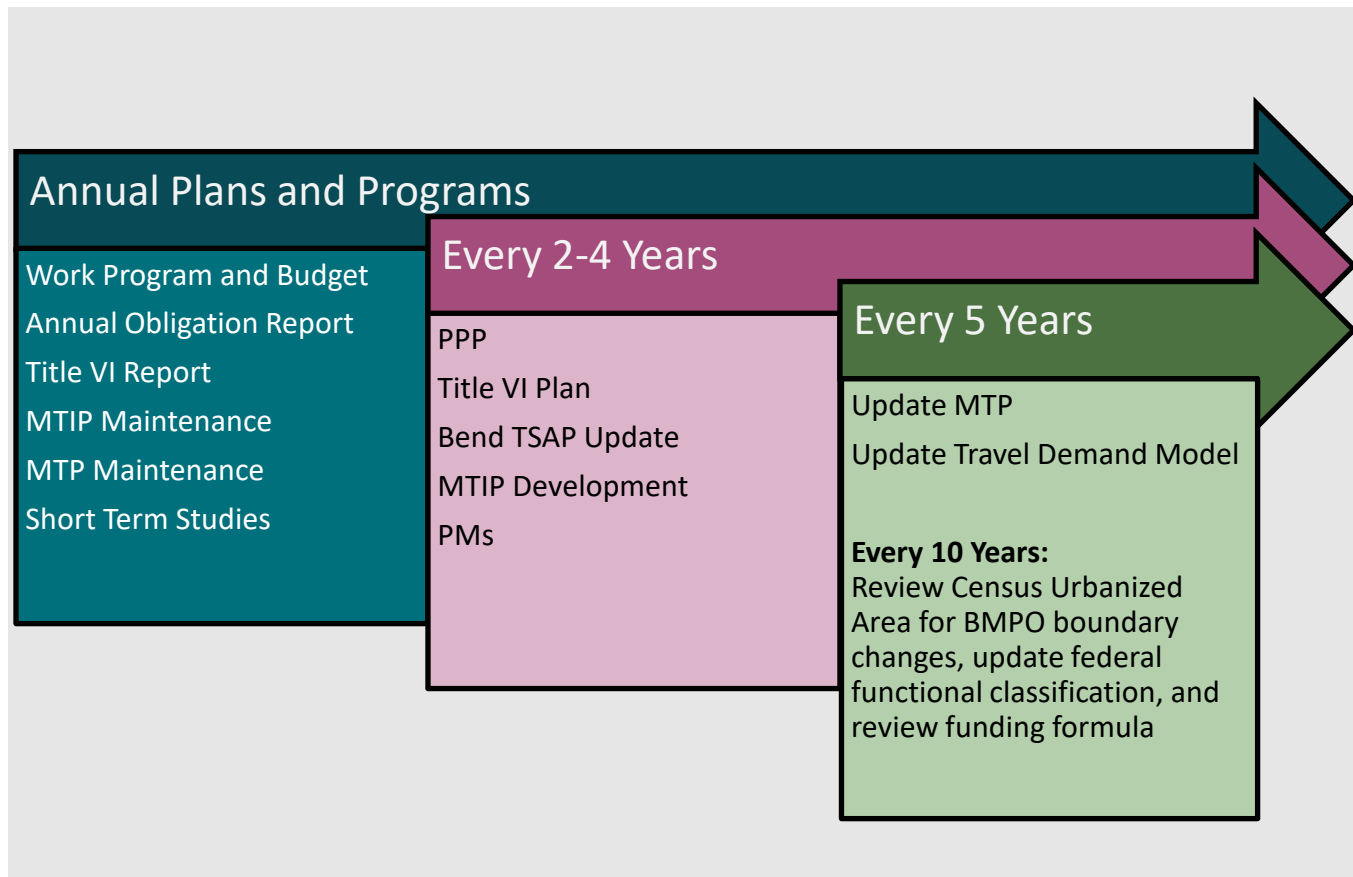


TABLE 3: BMPO MAJOR TRANSPORTATION ACTIVITIES FOR FY26-FY27

Major Activity	Activity Overview	Where to Learn More
Annual Obligation Report	An annual listing of transportation projects with obligated federal funding is reported for each federal fiscal year.	Task 2, Subtask C
Bend TSAP	An update to the Bend TSAP will occur in FY26. The update will identify new projects and programs for addressing and improving safety. TSAPs are also being updated or created for Deschutes County, Jefferson County, Crook County, and the	Task 3, Subtask B

Major Activity	Activity Overview	Where to Learn More
	Confederated Tribes of Warm Springs. Staff will work with these entities to identify opportunities and funding for regional safety projects. Additionally, COIC will continue the regional safety committee through the Central Oregon Area Commission on Transportation (COACT). The BMPO will provide updated crash data and be part of the team that develops messaging campaigns to reduce fatal and serious injury crashes in the region.	
COVID Relief Program Funding	The BMPO received \$1,500,900 from the Highway Infrastructure Programs Coronavirus Response and Relief Supplemental Appropriations Act (HIP-CRRSAA) Funds. The funds were then awarded to local jurisdictions through a public process that involved BMPO Policy Board deliberations and decisions. The remaining funds will be directed to recipient jurisdictions through an interagency transfer process.	COVID Relief Program, Task 1
Data Development	Transportation and regional data are required for all programs and projects for the BMPO to include transportation model development and local analysis of development plans. Tasks include coordination of multi-modal count program with City of Bend staff to assess current trends, data development for project analysis, equity mapping tools, and model updates.	Task 4
MTIP	This program identifies scopes, budgets, and timing for delivery of projects within the BMPO.	Task 2, Subtask A
MTP	The 20-year transportation plan for defining transportation improvement strategies and policies for the BMPO area. The MTP must be coordinated with State, County, and City jurisdictions. An update to the plan was completed in September 2024.	Task 3, Subtask A
Oregon Household Travel and Activity Survey	ODOT and Oregon MPOs completed a statewide survey in 2024 to better understand current household transportation. For FY26 and FY27,	Task 4, Subtask D

Major Activity	Activity Overview	Where to Learn More
	work will include transforming the data for use in the state's travel models and discussions about future surveys. To compliment this survey, work to complete an onboard public transit ridership survey may also occur.	
Oregon Modeling Statewide Collaborative (OMSC)	The BMPO manager participates on the Policy Committee, Modeling Program Coordination (MPC) Subcommittee, Oregon Household Travel and Activity Survey Subcommittee, Technical Tools Subcommittee, and the Emerging Technologies work group.	Task 4, Subtask C
Regional Transportation Strategies	COACT involvement with regional planning efforts.	Task 2, Subtask D.1
Revere Avenue Rail Crossing: Urban Design Verification	Revere Avenue urban design verification is led by ODOT Region 4. BMPO staff and the BMPO Policy Board will be involved.	Task 2, Subtask D.2 Task 3, Subtask A
South US97 Pedestrian Crossing Plan	The US97 Bend Parkway Plan identifies bicycle and pedestrian crossing improvements along the length of US97 within the BMPO area. The South US97 Pedestrian Crossing Plan will refine the list of pedestrian improvements along the southern section of US97 and develop concepts.	Task 2, Subtask D.2
State Highway Fund (SHF) Program Funding	Previously the Surface Transportation Block Grant (STBG) Program. The next call for projects will occur in 2025. Management of funds, project status, and awards is ongoing for FY26-FY27.	SHF Program, Task 1
State Legislative Priorities FY26	Track legislative priorities as considered by the Oregon state legislature.	Task 1, Subtask A Task 3, Subtask D.1
State of Oregon Planning & New Programs	Oregon's transportation and housing planning in BMPO region includes additional requirements as provided in the adopted new Climate Friendly and Equitable Communities (CFEC) rules by the Oregon Department of Land Conservation and Development (DLCD).	Task 2, Subtask D.2 Task 3, Subtask C
Strategic Plan	Work with the BMPO TAC and BMPO Policy Board to develop a 3–5-year strategic plan for the BMPO.	Task 1, Subtask A

Major Activity	Activity Overview	Where to Learn More
	The plan will be used to guide future BMPO work programs.	
Transit Planning	Continued coordination with CET.	Task 2, Subtask F
Travel Model	The Bend-Redmond travel model continues to be one of the most heavily used models in the state. It is used for land use plans, land use annexation planning, transportation plans and studies, and capital project development. In FY26 and FY27, work will include updates to the 2045 scenario to reflect land use and transportation network changes as well as statewide coordination on transitioning the models to the ActivitySim platform.	Task 4, Subtask A

Activity Deferrals

Over the past decade, federal funding to the BMPO has fluctuated, including funding decreases in some years. However, even in years of increased funding, the financial requirements for the BMPO work program have exceeded available federal funding resources. To account for this discrepancy, the BMPO Policy Board has authorized use of some SHF (formerly STBG) funds to maintain the BMPO budget. These funds support increased staffing and support specific planning projects. The BMPO is the only non-Transportation Management Area in Oregon that uses some of its SHF funding to support planning projects. These funds have been used for the MTP update, model update service contracts, and for BMPO staffing. To account for funding fluctuation and increasing workloads, some work items may be delayed or altered to ensure resources are available to complete priority projects.

If additional funding were available, the BMPO would participate in, and potentially provide funding for, the following activities:

- Data development and analysis for various local projects and supporting PMs.
- Expanded and enhanced public engagement options for ongoing and specific BMPO work items.
- Accelerate plans and programs identified in the MTP.
- Providing additional support for current and upcoming planning and analysis projects underway within the BMPO area.

ODOT Funding Support to the BMPO

Funding from FHWA, FTA, and ODOT supports the BMPO planning program. FHWA allocates Metropolitan Planning (FHWA PL) funds through ODOT to the BMPO by formula that consists of 89.73% federal funds and 10.27% local match. ODOT has traditionally met the local match requirement (10.27%) with State planning funds. This year, ODOT will provide 50% of that match. Additional BMPO support comes from FTA Section 5303 (FTA 5303) planning funds and BMPO member in-kind support. Additional future support for BMPO planning projects could come from state or federal grant programs (e.g., ODOT Transportation Safety Division, Transportation and Growth Management Program).

BMPO staff will continue to work with the ODOT Transportation Planning Analysis Unit (TPAU) through the annual UPWP process to assess travel model needs for the upcoming fiscal year and beyond.

Actual ODOT funding commitments are finalized through specific IGAs. BMPO and their subcontractors will carry out the tasks described in this UPWP.

BMPO Program

Work Summary for FY26 and FY27

Listed below are some of the tasks completed or started by the BMPO in FY24 and FY25. Also listed are some projects that included significant BMPO involvement.

Tasks Completed (FY24-FY25)

- MTP update
- Annual Obligation Reports
- 2024-2027 MTIP maintenance
- Title VI annual reports
- Second round of SHF Program funding applications and funding agreements processed
- Updates and edits to the BMPO webpages
- Bend TSAP implementation continued
- Development of 2045 travel model scenarios
- US97/Baker Road Interchange Area Management Plan (IAMP) (ODOT project)
- US97/Reed Market Road Study (ODOT and City of Bend project)

Tasks Underway (FY25)

- US20 Facility Plan (ODOT led process, involves BMPO Policy Board)
- Coordination with City of Bend staff on implementation of a multi-modal count program
- Bend TSAP update – Safe Streets and Roads for All (SS4A) grant funded
- Serve on the OMSC including the Policy Committee, Technical Tools Subcommittee, MPC Subcommittee, Travel Survey Subcommittee, and Emerging Technologies work group
 - Oregon Household Travel and Activity Survey (full survey implemented in fall 2023 and 2024)
 - ActivitySim model development (two consultants under contract)
- MPO representation on various transportation-related committees/groups, including:
 - Serving on ODOT Consultation Group to over the federal Carbon Reduction Program
- Transportation modeling support: land use development, plans, and projects

Work Program for FY26 and FY27

This work plan is split into three programs – the BMPO Program, the COVID Relief Program, and the SHF Program. The BMPO Program shows tasks and deliverables for FY26 and FY27. The funding levels in the initial budget tables show FY26. BMPO budgetary sources such as FHWA PL funds, FTA 5303 funds, and SHF funds, are summarized for each task. The COVID Relief Program is set up as a separate section in this document – these funds have been awarded to external agencies and the BMPO anticipates all projects to be completed, and funds paid out to recipients, by the end of FY27. The SHF Program represents part of the funding that was previously issued as STBG funds, also shown in a separate section of this document.



FIGURE 6: US97/BAKER ROAD IAMP, AERIAL VIEW.

Task 1: BMPO Development and Program Management

Task 1 involves the coordination of all BMPO activities necessary for daily operations, including program administration, coordination of the BMPO committees, public involvement and equity efforts, financial management, and Oregon MPO Consortium (OMPOC) participation. It also includes development of the biennial work program and annual budget, and participation in quarterly meetings of BMPO, ODOT, and FHWA staff.

The funding resources for Task 1 are listed in *Table 20: FY26 Revenue Allocation by Program and Task*.

SUBTASK A: ADMINISTRATIVE TASKS

Administrative tasks associated with the BMPO are typically ongoing/recurring and continue each year. Committee coordination, employee training and professional development, financial management, tracking of state and federal legislation and regulations, monitoring funding opportunities, engagement of Tribes and Federal Land Management Agencies (FLMAs), and other general administrative tasks are all included in this subtask.

Coordination of the BMPO Policy Board, BMPO TAC, and BMPO Budget Committee involves meeting scheduling and logistics, such as securing publicly accessible meeting spaces, preparation and distribution of agenda packets and meeting minutes, public notification, and coordination of presentations from external agencies. Committee coordination also involves recruitment efforts when community member positions need to be filled, and hosting orientation sessions (“MPO 101” sessions) for new committee. It is anticipated that special and/or extended meetings of the BMPO Policy Board and BMPO TAC will be required as work continues with the Bend TSAP update in FY26. It is also expected that an expanded committee or subcommittee will need to be formed for work related to the Bend TSAP update.

Employee training and professional development varies significantly each year. BMPO staff will develop a training and professional development plan, the extent of which depends on training needs as well as the availability of funding and training opportunities or conferences within the region.

Financial management involves tasks such as invoicing ODOT and other funding organizations, an annual audit and financial report, and contract management including solicitation of proposals for contractual services and development, maintenance, and administration of contracts and agreements.

State and federal legislation and regulations are regularly tracked and reviewed, and staff provide feedback regarding items with potential impacts to the BMPO area. Funding opportunities will continue to occur for the federal IJA and Oregon’s climate change efforts.

Funding opportunities are also regularly monitored by staff. The BMPO may seek additional funding for specific studies or technical assistance to complete BMPO related tasks.

Although tribal lands are not located within or adjacent to the BMPO boundary, historic ties likely exist. The BMPO developed a documented tribal consultation process in FY24, and staff continue to make efforts to engage Tribes and FLMAs in BMPO work.

In addition to the above activities, there are a variety of general administrative tasks carried out by BMPO staff on an ongoing basis. BMPO website maintenance, social media outreach, and records/file management are some examples of these more general administrative tasks. In FY23, FY24, and FY25, staff worked to establish and expand utilization of its SharePoint site for BMPO files and records. The site replaced the preceding internal server-based storage system. Ongoing efforts to improve utilization and organization of the SharePoint site will continue each year.

Previous work completed (FY24/FY25):

- Committee coordination:
 - Coordinated monthly BMPO Policy Board and BMPO TAC meetings
 - Coordinated annual BMPO Budget Committee meeting
 - Recruited and appointed citizen members (BMPO TAC, BMPO Budget Committee)
- Employee training and professional development
- Financial management:
 - FY24 annual audit and financial report
 - Invoicing ODOT and other funding organizations
 - Contracts/agreements – revised outdated IGAs, maintained current agreements, executed new agreements, developed BMPO contract template
- State and federal legislation and regulation tracking:
 - Monitored and engaged in relevant rulemaking efforts
- State and federal funding opportunities monitoring
- Tribal and FLMA engagement:
 - Tribal consultation agreements
 - FLMA outreach
- General administrative tasks:
 - Completed information requests
 - Maintained email lists
 - Organized files, SharePoint site development/maintenance
 - Social media outreach
 - Website maintenance (**BMPO website**)

Deliverables (FY26/FY27):

- Committee coordination:
 - Coordinate monthly BMPO Policy Board and BMPO TAC meetings
 - Coordinate annual BMPO Budget Committee meeting
 - Recruit and appointed citizen members to the BMPO TAC
- Employee training and professional development
- Financial management:
 - FY25 annual audit and financial report
 - Invoicing ODOT and other funding organizations
 - Contracts/agreements – revise outdated, maintained current, develop and execute new
- State and federal legislation tracking:
 - Monitor and engage in relevant rulemaking efforts
- State and federal funding opportunities monitoring
- Strategic plan
- Tribal and FLMA engagement:
 - FLMA outreach
- General administrative tasks:

- Complete information requests
- Maintain email lists
- Organize files, SharePoint site maintenance
- Social media outreach
- Website maintenance (BMPO website)

SUBTASK B: UPWP AND BUDGET DEVELOPMENT

The UPWP is a federally required document that describes the transportation planning activities to be undertaken in the BMPO area. The UPWP is developed every two years and updated mid-cycle. The UPWP is monitored by FHWA, FTA, and ODOT. Development of the UPWP identifies transportation planning needs, objectives, and projects of the region. UPWP progress is tracked through monthly reports submitted to ODOT and a year-end report submitted to FHWA, FTA, and ODOT. The MPO UPWP Protocols, as developed by ODOT, are attached in Appendix E. The protocols provide key dates and processes for development of the UPWP.

The BMPO develops an annual budget document that is submitted to the State of Oregon. The budget document serves to provide a compressed overview of the programs and major work tasks described in the UPWP while expanding on BMPO budget and financial planning details. Initial and final in-kind match reporting is due to ODOT at development and close out of each year as part of the protocols listed in Appendix E.

Previous work completed (FY24/FY25):

- FY24
 - FY24 monthly invoicing/reports
 - FY24 quarterly summary reports
 - FY24 Budget maintenance
 - FY24-FY25 UPWP maintenance and mid-cycle update
 - FY25 Budget development and adoption
 - FY25 Indirect Cost Allocation Rate Proposal (ICAP) authorization and supporting documentation
 - FY24 in-kind match – initial documentation
 - FY24 year-end report
- FY25
 - FY24 in-kind match – final supporting documentation
 - FY25 monthly invoicing/reports
 - FY25 Budget maintenance
 - FY25 full time equivalent (FTE) increase
 - FY24-FY25 UPWP maintenance
 - FY26-FY27 UPWP development and adoption
 - FY26 Budget development and adoption
 - FY26 in-kind match – initial authorization request

- FY26 ICAP authorization and supporting documentation
- FY25 year-end report

Deliverables (FY26/FY27):

- FY26:
 - FY25 in-kind match – final supporting documentation
 - FY26 monthly invoicing/reports
 - FY26 Budget maintenance
 - FY27 Budget development and adoption
 - FY26-FY27 UPWP maintenance and mid-cycle amendment
 - FY27 in-kind match – initial authorization request
 - FY27 ICAP authorization and supporting documentation
 - FY26 year-end report
- FY27:
 - FY26 in-kind match – final supporting documentation
 - FY27 monthly invoicing/reports
 - FY27 Budget maintenance
 - FY28 Budget development and adoption
 - FY26-FY27 UPWP maintenance
 - FY28-FY29 UPWP development and adoption
 - FY28 in-kind match – initial authorization request
 - FY28 ICAP authorization and supporting documentation
 - FY27 year-end report

SUBTASK C: COORDINATION WITH STATEWIDE MPO COMMITTEES

BMPO staff and Board members regularly engage with other MPOs, state agencies, and federal agencies on matters of joint interest and to participate on committees or work groups addressing issues of importance to the BMPO. The two principal forums for this interaction are the OMPOC (comprised of Board members from the state's eight MPOs) and quarterly meetings of staff from the state's MPOs, transit districts, ODOT, and FHWA. A small percentage of the MPO federal funds are used to fund OMPOC coordination. Staff at the Lane Council of Governments (LCOG) serve that coordination role. The OMPOC Board adopted a work program for the coordination work. BMPO staff will be regularly engaged in the review of work completed through the work program and in updating the work program. The quarterly staff meetings are a valuable opportunity for MPO and ODOT staff to discuss their respective projects and work tasks.



FIGURE 7: MAP OF OREGON MPOS

Previous work completed (FY24/FY25):

- Participation in OMPOC meetings and quarterly staff meetings
- Periodically hosting an OMPOC meeting (possibly in 2025)

Deliverables (FY26/FY27):

- Assist with coordination of and participation in OMPOC meetings
- Review and comment on work items produced by OMPOC coordinator
- Review and update OMPOC coordinator work program
- Participation in the quarterly MPO, ODOT, FHWA, Transit District meetings
- Periodically hosting an OMPOC meeting (minimal effort by Bend staff)

SUBTASK D: PUBLIC PARTICIPATION

An active and ongoing public involvement process is needed to ensure successful BMPO activities. That process should supply complete information, timely public notice, full public access to key decisions, and support early and continuing involvement of the public in all planning and programming activities. The purpose of this work element is to improve, strengthen and fulfill these needs. A good PPP includes public information, public involvement, and public relations. BMPO completed a comprehensive update to the PPP in FY22.

Another component of the public participation process is the BMPO TAC. The BMPO TAC includes two community members representing areas outside the city limits and within the BMPO boundary. The BMPO TAC advises the BMPO Policy Board on all aspects of transportation planning including public outreach techniques, BMPO project priorities, and BMPO planning documents such as the MTP.

Previous work completed (FY24/FY25):

- Multiple, in-person engagement activities at city-wide and targeted events
- Project-level webpages developed for public input
- MTP update fact sheet created (in English and Spanish)
- Boundary update fact sheet solicited to targeted group

Deliverables (FY26/FY27):

- Use the public outreach and engagement processes identified for BMPO tasks and projects as outlined in current PPP
- Review current PPP for possible update or amendments
- Continue coordination with city staff for more effective and efficient outreach

SUBTASK E: TITLE VI

This task implements the current Title VI Plan (and PPP to maintain Title VI compliance). This task maintains the Title VI officer, required annual reporting, staff training/education, assessment of projects seeking BMPO funding, and outreach to protected populations and organizations that represent them. Recently, staff developed and finalized an interactive demographic mapping tool used to assist in planning and project funding decisions. The tool is updated annually.

Staff continues to use, update, and increase the functionality of the demographic mapping tool originally developed in FY22. The tool is used to assist in planning and project funding decisions.

Previous work completed (FY24/FY25):

- Title VI annual reports
- Updated demographic data to mapping tool
- Add project overlay functionality to mapping tool

Deliverables (FY26/FY27):

- Continued development and updates to the demographic mapping tool
- Title VI annual reports
- Review current Title VI Plan for update or amendments
- Continued coordination with city staff for more effective and efficient outreach to Title VI populations.

TABLE 4: TASK 1 KEY ELEMENTS

Task 1 Subtask	In-Kind Match Sources	Timeframe	Agencies Involved ⁵
A. Administrative Tasks	• City of Bend staff time for coordination of meeting services • Professional development • ODOT facility and resources for meeting	• Ongoing	• BMPO* • CET • City of Bend • Deschutes County • FHWA • FTA • ODOT

⁵ Lead agencies indicated by asterisk.

Task 1 Subtask	In-Kind Match Sources	Timeframe	Agencies Involved ⁵
B. UPWP and Budget Development	• BMPO TAC review • BMPO Budget Committee review • BMPO Policy Board review and adoption	• Ongoing	• BMPO* • CET • City of Bend • Deschutes County • FHWA • FTA • ODOT
C. Coordination with Statewide MPO Committees	• Participation by BMPO board members and local and regional staff	• Ongoing, quarterly	• BMPO* • FHWA • ODOT* • Oregon MPOs* • Transit
D. Public Participation	• BMPO TAC outreach and review • Regional agencies	• Ongoing	• BMPO* • CET • City of Bend • Deschutes County • ODOT
E. Title VI Efforts	• City of Bend staff • BMPO TAC outreach and review • Regional agencies	• Title VI annual report (third quarter) • Population mapping (fourth quarter, annually) • Trainings and coordination with city staff (ongoing)	• BMPO* • CET • City of Bend • Deschutes County • FHWA • FTA • ODOT

TABLE 5: TASK 1 ESTIMATED TIMELINE

Task 1 Subtask	FY26 Q1	FY26 Q2	FY26 Q3	FY26 Q4	FY27 Q1	FY27 Q2	FY27 Q3	FY27 Q4
A. Administrative Tasks	X	X	X	X	X	X	X	X
B. UPWP and Budget Development	X	X	X	X	X	X	X	X
C. Coordination with Statewide MPO Committees	X	X	X	X	X	X	X	X
D. Public Participation	X	X	X	X	X	X	X	X
E. Title VI	X	X	X	X	X	X	X	X

Task 2: Short Range Planning

This task covers short-term activities, including PMs, participation on local, regional, and statewide project committees, development and maintenance of the MTIP, and development of the Annual Obligation Report.

The funding resources for Task 2 are listed in *Table 20: FY26 Revenue Allocation by Program and Task*.

SUBTASK A: METROPOLITAN TRANSPORTATION IMPROVEMENT PROGRAM (MTIP)

The 2024-2027 MTIP was adopted by the BMPO Policy Board in May 2023. It has been, and will continue to be, maintained as required. Sponsoring agencies initiate requests for MTIP amendments, identified as either “administrative” or “full” as provided in the associated approval processes shown in the ODOT-FTA-FHWA Amendment Matrix (found in the MTIP document). Full amendments involve a public engagement process, including notification and a 21-day comment period, followed by BMPO Policy Board review and approval. A log of all MTIP amendments (administrative and full) and an updated project list is posted quarterly on the **BMPO MTIP and Annual Obligation Report webpage**.

ODOT holds quarterly meetings focused on development and maintenance of the Statewide Transportation Improvement Program (STIP) and MTIPs. These meetings provide a forum to discuss issues of common interest to Oregon MPOs and to improve the MTIP and STIP processes. BMPO staff will continue to participate in these meetings. BMPO staff will also continue to meet monthly with ODOT Region 4 staff to review project status to align the ODOT STIP and the BMPO MTIP.

Development and adoption of the 2027-2030 MTIP will occur in FY26. The Oregon Transportation Commission will adopt the 2027-2030 STIP in July 2026, and USDOT approval of the STIP and all Oregon MPO MTIPs is scheduled for September 2026. For the first quarter of FY27, the 2024-2027 and 2027-2030 MTIP documents will both be maintained.

Previous work completed (FY24/FY25):

- FY24
 - 2021-2024 MTIP maintenance
 - 2024-2027 MTIP maintenance and amendments
 - Monthly STIP/MTIP coordination meetings
 - Quarterly STIP/MTIP statewide meetings
- FY25
 - 2024-2027 MTIP maintenance and amendments
 - Monthly STIP/MTIP coordination meetings
 - Quarterly STIP/MTIP statewide meetings

Deliverables (FY26/FY27):

- FY26
 - 2024-2027 MTIP maintenance and amendments
 - 2027-2030 MTIP development and adoption
 - Monthly STIP/MTIP coordination meetings
 - Quarterly STIP/MTIP statewide meetings
- FY27
 - 2024-2027 MTIP maintenance and amendments
 - 2027-2030 MTIP maintenance and amendments
 - Monthly STIP/MTIP coordination meetings
 - Quarterly STIP/MTIP statewide meetings



FIGURE 8: HAWTHORNE PEDESTRIAN & BICYCLE OVERCROSSING (RENDERING OF PROPOSED DESIGN).

SUBTASK B: PERFORMANCE MANAGEMENT TRACKING AND REPORTING

The BMPO is required to have a performance-based planning process. That process includes establishment of performance targets, monitoring progress toward meeting those targets, and regularly reporting progress. The PM targets for the BMPO and monitoring processes are coordinated with the ODOT Performance Management Program.

Previous work completed (FY24/FY25):

- Adoption of PMs and targets in April 2024
- Review of new emissions-related PM
- PM reporting table included in MTP, September 2024

Deliverables (FY26/FY27):

- Ongoing coordination with ODOT as it reviews and updates targets and develops and submits reports.
- Policy Board adoption of PM targets (see Table 2 for schedule)
- Potential adoption of emissions reduction PM and target
- MTP PM updates as needed
- MTIP PM updates as needed

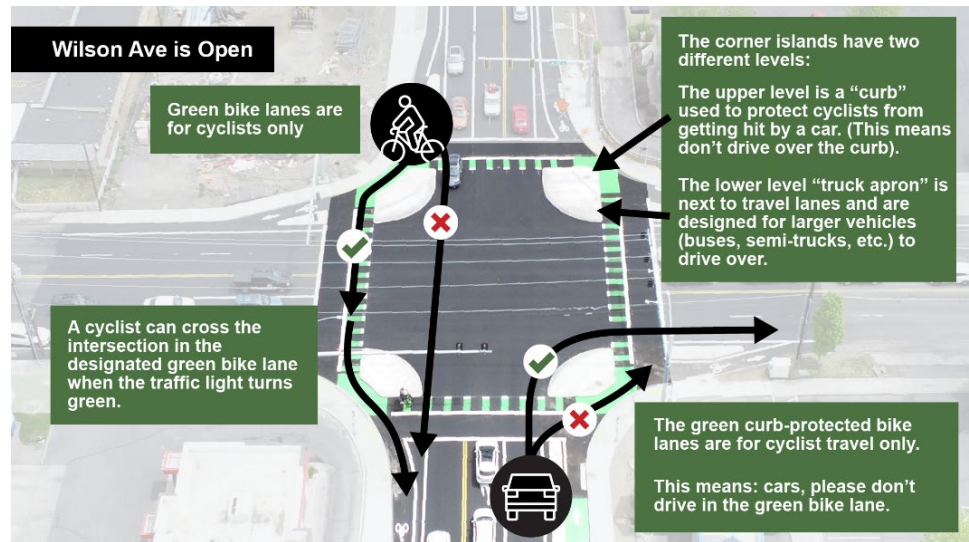


FIGURE 9: LAYOUT OF THE PROTECTED INTERSECTION AT 3RD/WILSON

SUBTASK C: ANNUAL OBLIGATION REPORT

On an annual basis, the State, public transportation operator(s), and the BMPO must develop an Annual Obligation Report, which is an annual listing of transportation projects for which funds (under 23 U.S.C. or 49 U.S.C. Chapter 53) were obligated in the preceding federal fiscal year. The BMPO is required to prepare and publish an obligation report annually, within 90 days following the end of each federal fiscal year. BMPO obligation reports are posted on the BMPO MTIP and Annual Obligation Report webpage.

Previous work completed (FY24/FY25):

- FFY23 Annual Obligation Report
- FFY24 Annual Obligation Report

Deliverables (FY26/FY27):

- FFY25 Annual Obligation Report
- FFY26 Annual Obligation Report

SUBTASK D: AGENCY AND JURISDICTIONAL COORDINATION

Subtask D.1: Agency and Jurisdictional Coordination – Committees

Participate in or track the work of appropriate committees, including the following (lead agency in parenthesis):

- City of Bend-ODOT monthly staff meetings (City of Bend and ODOT)
- Participating in meetings of the COACT (ODOT).
 - This committee also serves as a liaison to the MPO Tribal consultation process and a partner agency to the Confederated Tribes of Warm Springs.
 - This committee also serves as the regional transportation safety committee for Safety Implementation work under Task 3, Subtask D.
- Participating in meetings of the Deschutes County Bicycle and Pedestrian Advisory Committee (BPAC) (Deschutes County)
- Participate in meetings related to implementation of CET Transit Master Plan (CET)
- Participate in meetings of the Oregon American Planning Association (OAPA) Legislative Policy Advisory Committee (OAPA)
- Participating in meetings of the Regional Public Transportation Advisory Committee (RPTAC) (CET)
- ODOT Region 4 Data work group (ODOT)

Previous work completed (FY24/FY25):

- Active engagement, as necessary and as time allows, in various committee positions.

Deliverables (FY26/FY27):

- Attendance and participation at appropriate meetings, and technical assistance as appropriate.
- Consultation as needed with BMPO TAC and BMPO Policy Board on issues that may impact BMPO plans or policies.

Subtask D.2: Agency and Jurisdictional Coordination – Projects

Participate in appropriate projects, including the following (lead agency in parenthesis):

- City of Bend Federal Certification Process (City of Bend)
- City of Bend and ODOT Region 4 IJJA grant applications (City of Bend and ODOT Region 4)
- US97/Baker Road IAMP (ODOT) – see Figure 6 project map
- US20 Refinement Plan (ODOT)

- Revere Avenue Study (ODOT)
- South US97 Pedestrian Crossing Plan (ODOT)
- State of Oregon climate change planning and CFEC⁶ initiative (City of Bend, ODOT, and DLCD)
- Bend-Sisters-Redmond Active Transportation Study (ODOT)

As has occurred in prior years, it is anticipated that additional projects that will require BMPO participation will arise in FY26 and FY27.

Previous work completed (FY24/FY25):

- Active engagement in various project processes

Deliverables (FY26/FY27):

- Written and verbal input on draft documents
- BMPO attendance/participation at meetings and technical assistance, as appropriate
- Consultation as needed with BMPO TAC and BMPO Policy Board on issues that may impact BMPO plans or policies
- Responses to local and state plan changes

SUBTASK E: TRANSIT COORDINATION

This subtask involves continued coordination with CET to provide transit planning assistance when needed. This includes initiation and completion of such tasks using FTA 5303 funds.

Previous work completed (FY24/FY25):

- No significant work occurred in FY25.

Deliverables (FY26/FY27):

- To be determined.

⁶ To learn more, visit the [DLCD CFEC website](#).

TABLE 6: TASK 2 KEY ELEMENTS

Task 2 Subtask	In-Kind Match Sources	Timeframe	Agencies Involved ⁷
A. MTIP	• BMPO TAC outreach and review • Regional agencies	• 2024-2027 MTIP: Ongoing (July 2025 – September 2027) • 2027-2030 MTIP: Ongoing (January 2026 – June 2027) • STIP/MTIP meetings: monthly, quarterly • Amendment logs and project lists: quarterly	• BMPO* • Bend Park and Recreation District (BPRD) • CET • City of Bend • Deschutes County • FHWA • FTA • ODOT • Oregon MPOs
B. Performance Management Tracking and Reporting	• BMPO TAC outreach and review • Regional agencies	• Ongoing; establish new GHG target in first quarter of FY26.	• BMPO* • CET • FHWA • FTA • ODOT
C. Annual Obligation Report	• BMPO TAC review • Partner agency review and data development	• Second quarter of each fiscal year	• BMPO* • CET • FHWA • FTA • ODOT
D. D.1 Agency and Jurisdictional Coordination – Committees	• BMPO TAC outreach and review of various committee actions • Regional agencies work on MPO focused projects	• Ongoing	• CET • City of Bend • COIC • Commute Options • Deschutes County • OAPA • ODOT

⁷ Lead agencies indicated by asterisk.

Task 2 Subtask	In-Kind Match Sources	Timeframe	Agencies Involved ⁷
D. D.2 Agency and Jurisdictional Coordination – Projects	• BMPO Policy Board outreach and review • BMPO TAC outreach and review • Regional agencies coordination on these projects	• Ongoing	• CET • City of Bend • Deschutes County • DLCD • ODOT
E. Transit Coordination	• CET staff time in coordinate efforts	• Ongoing	• BMPO* • CET* • Deschutes County • ODOT

TABLE 7: TASK 2 ESTIMATED TIMELINE

Task 2 Subtask	FY26 Q1	FY26 Q2	FY26 Q3	FY26 Q4	FY27 Q1	FY27 Q2	FY27 Q3	FY27 Q4
A. MTIP	X	X	X	X	X	X	X	X
B. Performance Management Tracking and Reporting			X	X				
C. Annual Obligation Report		X				X		
D. D.1 Agency and Jurisdictional Coordination – Committees	X	X	X	X	X	X	X	X
D. D.2 Agency and Jurisdictional Coordination – Projects	X	X	X	X	X	X	X	X
E. Transit Coordination	X	X	X	X	X	X	X	X

Task 3: Long Range Planning

Task 3 includes work to update and maintain the MTP, develop a schedule to implement actions and additional planning work identified in the MTP (e.g. corridor or area studies), develop the US20 Refinement Plan (ODOT), develop the Revere Avenue Study (ODOT), assist COIC with implementation of some of the non-engineering components of the Bend TSAP, update the Bend TSAP, and assist the City of Bend as it addresses Oregon’s climate change planning and rulemaking.

The funding resources for Task 3 are listed in *Table 20: FY26 Revenue Allocation by Program and Task*.

SUBTASK A: METROPOLITAN TRANSPORTATION PLAN (MTP)

The BMPO is on a 5-year MTP update cycle, with the most recent update completed September 2024. The MTP may be amended, as needed, until the next update process begins in 2028.

Previous work completed (FY24/FY25):

- Travel demand model update
- Development and adoption of MTP update

Deliverables (FY26/FY27):

- Amendments, as needed

SUBTASK B: BEND TRANSPORTATION SAFETY ACTION PLAN (TSAP)

The Bend TSAP was completed in 2019. This work task includes two components, an update to the Bend TSAP and safety outreach and education. Both components are discussed below.

TSAP Update

In FY24, BMPO applied for and was awarded federal SS4A funding to update the Bend TSAP. Development of the federal grant agreement occurred in the third and fourth quarters of FY24. The plan update process will be initiated in the fourth quarter of FY25 and will continue into FY26. The update will include an assessment of current crash data, an assessment of risk factors, consideration of how to implement new technologies (e.g., video analytics) in future safety planning, the safe use of personal mobility/micro-mobility devices, and assessing safety issues in underserved areas of the city.

SS4A grants were also awarded to Deschutes County (update TSAP), Crook County, Jefferson County, and the Confederated Tribes of Warm Springs to develop TSAPs. BMPO staff will track those planning efforts and look for opportunities for coordination.

In FY27, BMPO staff will work with regional partners to identify opportunities to seek SS4A and other grant funding to implement the high priority projects and programs identified in the TSAP documents.

TSAP Safety Outreach and Education

In prior years, the BMPO received grants from the ODOT Safety Division for implementation of non-project action items (e.g., education, outreach) identified in the 2019 TSAP. Starting in FFY25, COIC is the grant recipient. The grant funds are being used to staff a regional transportation safety committee, identify priority outreach focus areas (e.g., intoxicated driving, distracted driving), identify outreach methods (e.g., TV ads, social media outreach), and implement outreach.

The work plan is to create a forum for discussion of safety issues on a regional level, create safety messages for the three-county media area, and develop a schedule for the region to enhance the safety action plans. The benefit of creating a regional media campaign is two-fold: the region has the same media coverage and many of the crash issues are similar across the region. BMPO staff will provide in-kind support and cash support to COIC, including preparing crash data summaries. The regional committee will continue to develop objectives to eliminate fatal and serious crashes in FY26 and FY27.

Previous work completed (FY24/FY25):

- Creation and maintenance of the regional transportation safety committee
- Limited outreach and engagement on specific transportation safety issues
- In-kind support and cash support to COIC for the FFY25 ODOT Safety Division grant

Deliverables (FY26/FY27):

- FY26
 - Update of the Bend TSAP, including committee coordination and public engagement
 - In-kind support to COIC for the FFY25 ODOT Safety Division grant
 - Cash support to COIC for the FFY26 ODOT Safety Division grant, if awarded
- FY27
 - Work with partner agencies to identify opportunities to seek SS4A construction funding for safety projects within the BMPO and throughout Central Oregon
 - Work with partner agencies to identify other funding sources to implement safety projects and programs identified in the updated TSAP
 - In-kind support to COIC for the FFY26 ODOT Safety Division grant, if awarded

SUBTASK C: STATE OF OREGON PLANNING AND PROGRAMS

The State of Oregon, through several agencies, is advancing the strategies identified in the **Statewide Transportation Strategy to implement the Governor's Executive Order 20-04**. In summer 2022, the DLCD approved new administrative rules that require additional land use and transportation planning and analysis by jurisdictions within the BMPO. City of Bend staff are developing a work program to address the new rules. BMPO staff will assist the city as requested to help meet the new requirements. BMPO staff will work with the City of Bend and other partners to help implement the new requirements.

Previous work completed (FY24/FY25):

- Transportation data and modeling support
- Engagement in prior state legislative and rule-making efforts

Deliverables (FY26/FY27):

- Assistance to City of Bend to implement the new rules for land use and transportation planning, including new transportation demand management requirements

TABLE 8: TASK 3 KEY ELEMENTS

Task 3 Subtask	In-Kind Match Sources	Timeframe	Agencies Involved ⁸
A. MTP	• Public engagement • BMPO Policy Board outreach and review • BMPO TAC outreach and review • Partner agency support and engagement	• Ongoing, as needed	• BMPO* • FHWA • FTA • ODOT
B. Bend TSAP	• Public engagement for the Bend TSAP update • BMPO Policy Board outreach and review	• Throughout FY26 and FY27	• BMPO* • City of Bend* • Deschutes County* • FHWA

⁸ Lead agencies indicated by asterisk.

Task 3 Subtask	In-Kind Match Sources	Timeframe	Agencies Involved ⁸
	• BMPO TAC outreach and review • Partner agency support and engagement		• ODOT Region 4* • ODOT Safety Division* • Various emergency services providers
C. State of Oregon Climate Change Planning and Programs	• BMPO Policy Board outreach and review • BMPO TAC outreach and review • Regional agencies	• Ongoing (BMPO will assist the City of Bend as it develops specific work programs and schedules)	• BMPO • CET • City of Bend • Commute Options • Deschutes County • DLC^D • ODOT*

TABLE 9: TASK 3 ESTIMATED TIMELINE

Task 3 Subtask	FY26 Q1	FY26 Q2	FY26 Q3	FY26 Q4	FY27 Q1	FY27 Q2	FY27 Q3	FY27 Q4
A. MTP	X	X	X	X	X	X	X	X
B. Bend TSAP	X	X	X	X				
C. State of Oregon Planning and Programs	X	X	X	X	X	X	X	X

Task 4: Travel Demand Modeling and Data Collection/Analysis

This task is focused on the regional travel demand model and data collection, analysis, and development. Many non-MPO led plans and projects (e.g., corridor studies, capital projects, land use planning studies, and land use developments) are underway in the BMPO study area. To varying degrees, these projects all make use of the travel demand model, which can be used to assess scenarios reflecting land use and transportation alternatives. The model geography extends to and includes the City of Redmond and some unincorporated areas.

There is about \$200 million of transportation projects programmed in the BMPO area in the 2024-2029 period. The City of Bend also has significant water and sewer system projects programmed during those years. These projects will cause significant construction impacts throughout the BMPO for multiple years. Initial discussions started in 2021 about coordinating roadway closures and detours with ODOT, the City of Bend, and Deschutes County. One outcome of this coordination was the development of a new travel model scenario. Additionally, the Regional Integrated Transportation Information System transportation data information system may be used to assess and modify detour coordination and routing. As these discussions progress, there will be clarity about roles and responsibilities.

Historically, BMPO staff has maintained multi-modal volume data (from the City of Bend and ODOT) and crash data (from ODOT). BMPO staff will continue to provide limited data support and assistance to agency partners.

Additionally, the BMPO manager serves on several committees of the OMSC.

The funding resources for Task 4 are listed in *Table 20: FY26 Revenue Allocation by Program and Task*.

SUBTASK A: TRANSPORTATION MODEL

The Bend Redmond travel model became functional in FY18. Since that time, it has been one of the most heavily used models in the state. It has been used for land use plans, land use annexation planning, transportation plans and studies, and capital project development. Work on several major planning projects has concluded in recent years. The outcomes of those plans will need to be incorporated into the 2045 model scenario.

2045 Model Scenario Maintenance and Future Updates

The transportation system and land uses are changing regularly within the model area. In FY24, ODOT and BMPO staff-initiated development of a 2045 model scenario for the 2045 MTP update. Completion of the scenario occurred in FY25. Given the rapid growth of the Bend and Redmond areas, a process is

needed to regularly update the travel model. It is expected that these updates will occur annually. A detailed plan and process will be developed in FY26.

State of Oregon Rules Modeling

The travel model will be one of the tools the City of Bend will use to assess how well its plans meet the state's new land use and transportation rules. BMPO staff will assist with oversight of this work.

Future Model Plan

Staff from Oregon MPOs and ODOT TPAU have developed a plan to transition the state's travel models, including the Bend Redmond model, to an activity-based model platform. Planning for this transition started in FY22. In FY23, ODOT and staff from the state's MPOs developed a detailed plan with information about the process, including needed data, resources, and timelines. Two consultant teams were hired in FY23 to help with this project, with work occurring in FY24 and FY25. Additional work is expected in FY26 and FY27. Resource (funding and staffing) commitments will be determined as the project progresses.

Previous work completed (FY24/FY25):

- Development of 2025 model scenario in FY24

Deliverables (FY26/FY27):

- Updates to the 2045 model scenario to reflect outcomes of various planning efforts
- Develop process to annually update the travel model to reflect significant land use and transportation system updates
- Participation in the statewide effort to transition the 4-step models to the ActivitySim platform

SUBTASK B: TRANSPORTATION MODEL – LOCAL PROJECT SUPPORT

Many non-MPO led projects (e.g., corridor studies, capital projects, land use planning studies, and land development projects) are under way in the BMPO study area and within the larger travel model boundary. To varying degrees, these projects all make use of the travel demand model. The travel demand model will be used to assess scenarios reflecting land use and transportation alternatives. Post-modeling analysis will enable development of recommendations for these projects. Of the many models maintained by ODOT, the Bend Redmond model continues to be heavily used. Modeling demand and support is expected to continue in FY26 and FY27. The City of Bend has almost \$200 million of transportation improvements programmed in the BMPO. Additionally, there is significant land use and transportation project work in the Redmond area which is in the model geography. Most work will require ODOT TPAU support. ODOT Region 4 staff will maintain a summary sheet of projects

and tentative schedules. Continuing to deliver this level of modeling support will require close coordination between the MPO, ODOT TPAU, local agencies, and consultant staff.

Previous work completed (FY24/FY25):

- Coordination with ODOT TPAU, local agency staff, and consultants
- Maintenance of summary sheet of projects and schedules
- Completed model data requests for a wide range of projects

Deliverables (FY26/FY27):

- Coordination with ODOT TPAU, local agency staff, and consultants
- Maintenance of summary sheet of projects and schedules
- Complete model data requests for a wide range of projects

SUBTASK C: OREGON MODELING STATEWIDE COLLABORATIVE (OMSC)

The OMSC was formed to provide direction and oversight to the Oregon Modeling Improvement Program. The OMSC works to improve the state-of-the-practice and promote state-of-the-art land use and transportation modeling in the state of Oregon. It also works to serve as a consensus forum and support group to coordinate the land use-transportation modeling efforts of federal, state, regional, and local agencies. The BMPO is a member of the OMSC. The BMPO manager participates on several subcommittees, including the MPC Subcommittee, Policy Committee, Transportation Planning Rule/CFEC modeling guidelines work group, Technical Tools Subcommittee, Travel Survey Subcommittee, and Emerging Technologies work group. The Travel Survey Subcommittee developed and implemented a coordinated plan to conduct the new Oregon Household Travel and Activity Survey in 2023 and 2024. Work will continue in FY26 to utilize the data in the state's travel models.

Previous work completed (FY24/FY25):

- Active engagement on OMSC Executive Committee and subcommittees

Deliverables (FY26/FY27):

- Participation in biannual meetings of the OMSC Policy Committee
- Participation in subcommittee meetings (MPC, Technical Tools, and Travel Survey)

SUBTASK D: OREGON HOUSEHOLD TRAVEL AND ACTIVITY SURVEY

Household travel data is an essential building block for travel models. Household travel and activity surveys provide details about travel behavior that is lacking in other data sources. Household travel activities and demographics change over time, and travel surveys are traditionally conducted about every 10 years. In Oregon, the most recent surveys were conducted from 2008-2011, roughly coinciding with the 2010 Census. With the 2020 Census complete, the OMSC initiated work on the next Oregon Household Travel and Activity Survey. The OMSC hired a consultant team to conduct the survey in 2023 and 2024. BMPO staff have been actively engaged in the process. Processing the data for use in the travel models will likely occur in FY26.

Previous work completed (FY24/FY25):

- Implementation of the travel survey in 2023 and 2024, including public outreach

Deliverables (FY26/FY27):

- Active participation in survey data processing for use in future travel model development

SUBTASK E: DATA COLLECTION/ANALYSIS

This subtask supports the efforts to move toward a performance-based planning and programming process. The BMPO will continue to work with local planning partners to implement performance-based planning provisions such as collecting performance data, selecting, and reporting performance targets for the metropolitan area, and reporting actual system performance related to those targets.

The BMPO and City of Bend have partnered to create an ongoing collection, management, and analysis of vehicle and multi-modal volumes and crash data. In FY26 and FY27, BMPO will assist the City of Bend as it implements its work plan for data collection and management.

Previous work completed (FY24/FY25):

- Loaded crash and volume data for public access
- Established volume data analysis processes
- Developed annual volume data summary (in coordination with the City of Bend and ODOT)

Deliverables (FY26/FY27):

- PM data tracked
- Update to ODOT safety data in TSAP for BMPO area
- Assistance to City of Bend as it implements its long-term multi-modal data collection and management plan
- Use the data to inform performance-based planning objectives
- Include demographic data in programming and publicly accessible tools

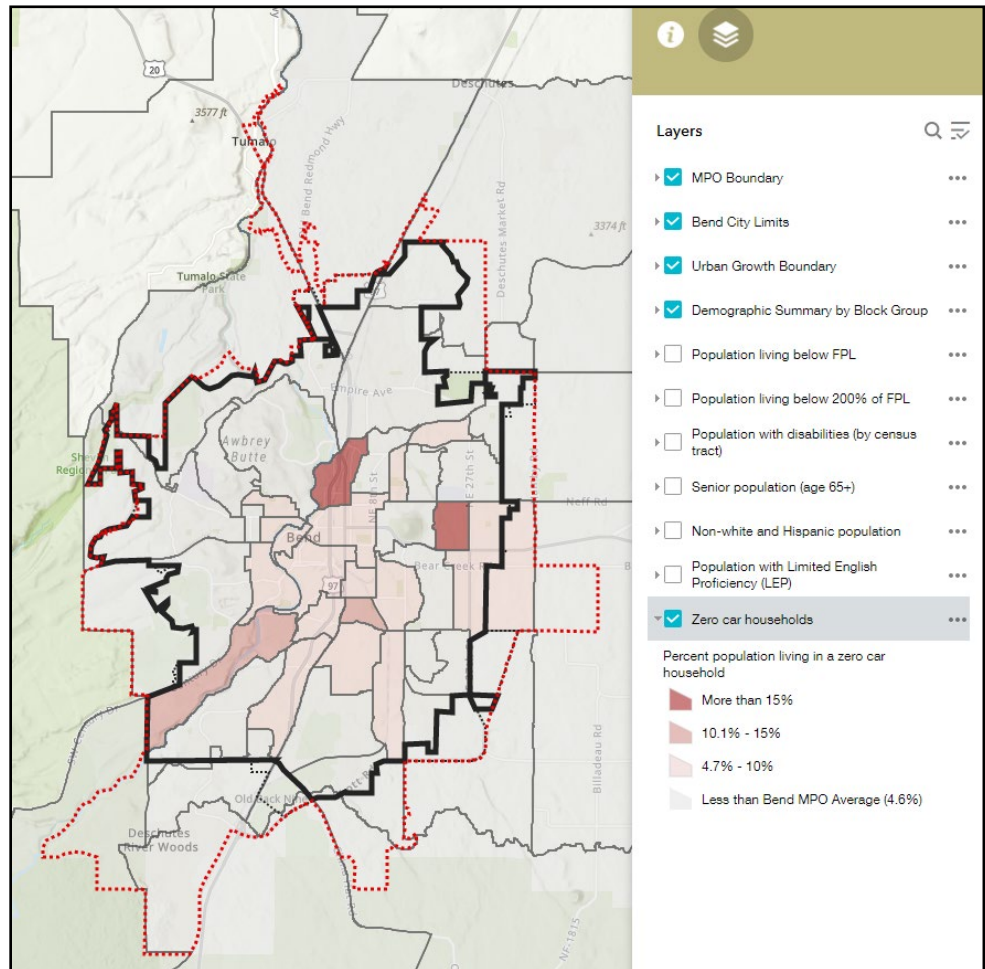


FIGURE 10: DEMOGRAPHIC MAPPING TOOL. THE DEMOGRAPHIC VIEWER APPLICATION WAS DEVELOPED BY THE BMPO TO DISPLAY KEY DEMOGRAPHIC DATASETS SOURCED FROM ACS 5-YEAR ESTIMATE DATA AND INCLUDES AN ODOT POPULATION INDEX.

TABLE 10: TASK 4 KEY ELEMENTS

Task 4 Subtask	In-Kind Match Sources	Timeframe	Agencies Involved ⁹
A. Transportation Model	• BMPO Policy Board outreach and review • BMPO TAC outreach and review • Regional agencies	• 2045 model scenario updates: annually • Process to annually update travel model: first and second quarters FY26 • Future model plan and development: ongoing (multi-year effort)	• BMPO* • CET • City of Bend • City of Redmond • Deschutes County • ODOT Region 4 • ODOT TPAU* • Consultants
B. Transportation Model – Local Project Support	• BMPO Policy Board • BMPO TAC • Regional agencies	• Ongoing	• BMPO* • City of Bend • City of Redmond • Deschutes County • ODOT Region 4 • ODOT TPAU* • Consultants
C. OMSC	• BMPO Policy Board • BMPO TAC • Regional agencies	• Ongoing	• FHWA • ODOT*
D. Oregon Household Travel and Activity Survey	• BMPO Policy Board outreach and review • BMPO TAC outreach and review • Regional agencies	• Ongoing	• BMPO • LCOG* • Metro (Portland)* • ODOT Region 4 • ODOT TPAU • OMSC* • Oregon MPOs • Consultant

⁹ Lead agencies indicated by asterisk.

Task 4 Subtask	In-Kind Match Sources	Timeframe	Agencies Involved ⁹
E. Data Collection/ Analysis	• BMPO Policy Board outreach and review • BMPO TAC outreach and review • Regional agencies • City of Bend Transportation and Mobility Division and Office of Performance Management for data development, equipment deployment, and program maintenance.	• Ongoing	• BMPO* • City of Bend • ODOT

TABLE 11: TASK 4 ESTIMATED TIMELINE

Task 4 Subtask	FY26 Q1	FY26 Q2	FY26 Q3	FY26 Q4	FY27 Q1	FY27 Q2	FY27 Q3	FY27 Q4
A. Transportation Model	X	X	X	X	X	X	X	X
B. Transportation Model – Local Projects	X	X	X	X	X	X	X	X
C. OMSC	X	X	X	X	X	X	X	X
D. Oregon Household Travel and Activity Survey	X	X	X	X				
E. Data Collection/Analysis	X	X	X	X	X	X	X	X

COVID Relief Program

Task 1: COVID Relief Program

This program is for the one-time COVID relief funding allocation that was received by the BMPO at the end of FY21, in the amount of \$1,500,900, from the HIP-CRRSAA funds. ODOT received the federal COVID relief funds, which were then distributed to counties, cities, and small MPOs. Distribution of the funds was based on the established allocation agreement between ODOT, the League of Oregon Cities, and the Association of Oregon Counties.

COVID relief funds received by the BMPO were awarded to local jurisdictions through a public process involving BMPO Policy Board deliberations and decisions made in public meetings with opportunity for public comment. The BMPO Policy Board programmed most of the funds in FY23 with the remaining funds programmed in early FY25, in compliance with the requirement to program all the funds by September 2024. The funded projects are required to be completed by September 2029. It is anticipated all projects will be complete and funds transferred to recipients, through an interagency transfer process, by the end of FY27. The projected FY25 year-end balance of these funds is included as part of the beginning working capital for FY26.

The funding resources for the COVID Relief Program are listed in *Table 20: FY26 Revenue Allocation by Program and Task*.

Additional detail on COVID Relief Program funding awards, including programmed transfer years and statuses, is available in Table 12.

Previous work completed (FY24/FY25):

- Reviewed funding source and timelines with BMPO TAC and BMPO Policy Board
- Coordinated discussions with the BMPO Policy Board about possible uses of the funds
- Coordinated discussions with BMPO partners for priority projects
- COVID funding agreement templates

Deliverables (FY26/FY27):

- Program project(s)
- Funding agreements for subrecipients

TABLE 12: COVID RELIEF PROGRAM - SUMMARY OF AWARDS

Recipient Agency	Project/Program Title	Award Amount ¹⁰	FY24 Transfer Amount	FY25 Transfer Amount	FY26 Transfer Amount	FY27 Transfer Amount	TOTAL Transfer Amount
BLS	Multi-use Trail Planning and Construction Near High Desert Middle School	\$125,000	-	-	\$50,000 (programmed)	\$75,000 (programmed)	\$125,000
CET	Bus Stop Improvement Program	\$300,000	-	\$300,000 (programmed)	-	-	\$300,000
CET	CET Bus Stop Improvement Project	\$105,586.84	-	\$105,586.84 (programmed)	-	-	\$105,586.84
City of Bend	Bike and Pedestrian Improvements: Maintenance Equipment for Walk/Bike Facilities	\$312,400	-	\$312,400 (transferred)	-	-	\$312,400
City of Bend	Cooley Road Pedestrian Enhancement Sidewalk Infill Project	\$60,000	-	-	-	\$60,000 (programmed)	\$60,000

¹⁰ If award was revised, amount shown represents the revised amount.

Recipient Agency	Project/Program Title	Award Amount ¹⁰	FY24 Transfer Amount	FY25 Transfer Amount	FY26 Transfer Amount	FY27 Transfer Amount	TOTAL Transfer Amount
Kor Community Land Trust	Simpson Avenue Affordable Housing Project	\$589,370.16	\$589,370.16 (transferred)	-	-	-	\$589,370.16
Royal Haskoning DHV	Dutch Active Transportation Workshop in Central Oregon	\$8,500	\$8,500 (transferred)	-	-	-	\$8,500
TOTAL		\$1,500,857	\$597,870.16	\$717,986.84	\$50,000	\$135,000	\$1,500,857

TABLE 13: COVID RELIEF PROGRAM KEY ELEMENTS

COVID Relief Program Subtask	In-Kind Match Sources	Timeframe	Agencies Involved ¹¹
A. Task 1	None (COVID Relief Funds do not require match)	Funding agreements and transfers: FY25-FY27	- BLS - BMPO* - BPRD - CET - City of Bend - Deschutes County - ODOT

TABLE 14: COVID RELIEF PROGRAM ESTIMATED TIMELINE

COVID Relief Program Subtask	FY26 Q1	FY26 Q2	FY26 Q3	FY26 Q4	FY27 Q1	FY27 Q2	FY27 Q3	FY27 Q4
A. Task 1	X	X	X	X	X			

¹¹ Lead agencies indicated by asterisk.

State Highway Fund (SHF) Program

Task 1: SHF Program

This program is funded with part of the SHF funding received by the BMPO. Annually, the BMPO receives approximately \$1,379,000 – \$1,400,000 in SHF revenue. Nearly half of the SHF funds are distributed to the City of Bend for street maintenance and preservation. Another (approximately) 30% of the funds are allocated to BMPO area projects and programs, which are awarded funding through a competitive process overseen by the BMPO Policy Board. Together, these allocations fund the SHF Program. SHF Program funding is directed to local recipients through an interagency transfer process.

The remainder of the SHF funds are not included as part of the SHF Program. Instead, this proportion of the SHF funding is retained by the BMPO to support annual operations, including BMPO Program work and Reserves.

The funding resources for the SHF Program are listed in *Table 20: FY26 Revenue Allocation by Program and Task*.

Additional detail on SHF Program funding awards for FY25-FY27, including programmed transfer years and statuses, is available in Table 15.

Previous work completed (FY24/FY25):

- Funding awarded to projects and programs through competitive process for FY24-FY27
- Funds transferred to recipients
- SHF funding agreement templates

Deliverables (FY26/FY27):

- Funds transferred to recipients and programs and projects delivered
- Funding awarded to recipients for FY28-FY30

TABLE 15: SHF PROGRAM - SUMMARY OF FY25-FY27 AWARDS

Recipient Agency	Project/Program Title	Award Amount ¹²	FY25 Transfer Amount	FY26 Transfer Amount	FY27 Transfer Amount	TOTAL Transfer Amount
City of Bend	Street Preservation Program	\$1,958,131	\$650,700 (programmed)	\$683,280 (programmed)	\$624,151 (programmed)	\$1,958,131
City of Bend	Downtown Signal Upgrades & Bike/Ped Improvements	\$1,016,460	\$355,680 (programmed)	\$339,210 (programmed)	\$321,570 (programmed)	\$1,016,460
Commute Options	Travel Options and Safe Routes to School Programs	\$189,000	\$63,000 (transferred)	\$63,000 (programmed)	\$63,000 (programmed)	\$189,000
TOTAL		\$3,163,591	\$1,069,380	\$1,085,490	\$1,008,721	\$3,163,591

¹² If award was revised, amount shown represents the revised amount.

TABLE 16: SHF PROGRAM KEY ELEMENTS

SHF Program Subtask	In-Kind Match Sources	Timeframe	Agencies Involved ¹³
A. Task 1	None (SHF funds do not require match)	Funding agreements and transfers: FY26 and FY27	- BMPO* - City of Bend - Commute Options

TABLE 17: SHF PROGRAM ESTIMATED TIMELINE

SHF Program Subtask	FY26 Q1	FY26 Q2	FY26 Q3	FY26 Q4	FY27 Q1	FY27 Q2	FY27 Q3	FY27 Q4
A. Task 1	X	X	X	X	X	X	X	X

¹³ Lead agencies indicated by asterisk.

Budget

The BMPO budget is developed and adopted annually. A separate budget document is prepared and revised in tandem with the biennial UPWP each year (first during initial UPWP development and again during the UPWP mid-cycle amendment). Additional information about BMPO funding is in the FY26 Budget document, which is available at [BMPO Work Program & Budget webpage](#).

Financial Policies

The BMPO relies on the federal framework for handling and distributing funding and is required to show approved budgeted amounts and actual costs incurred. This framework is detailed under **Title 23 – Highways** and **Title 49 – Transportation** of the CFR¹⁴.

Budget Tables

FY26 BUDGET SUMMARY

The FY26 Budget Summary is shown in the following table (Table 18). The budget requirements, by program and task, are listed in Figure 11, and the chart in Figure 12 shows each budgeted funding resource and as a percentage of the total funding resources available.

¹⁴ Federal requirements for the metropolitan transportation planning and programming process are detailed in **23 CFR 450** and **49 CFR 613**, while **23 CFR 420.117** defines requirements for reporting and program monitoring. In Oregon, cities and counties within MPOs have additional growth management and land use planning requirements.

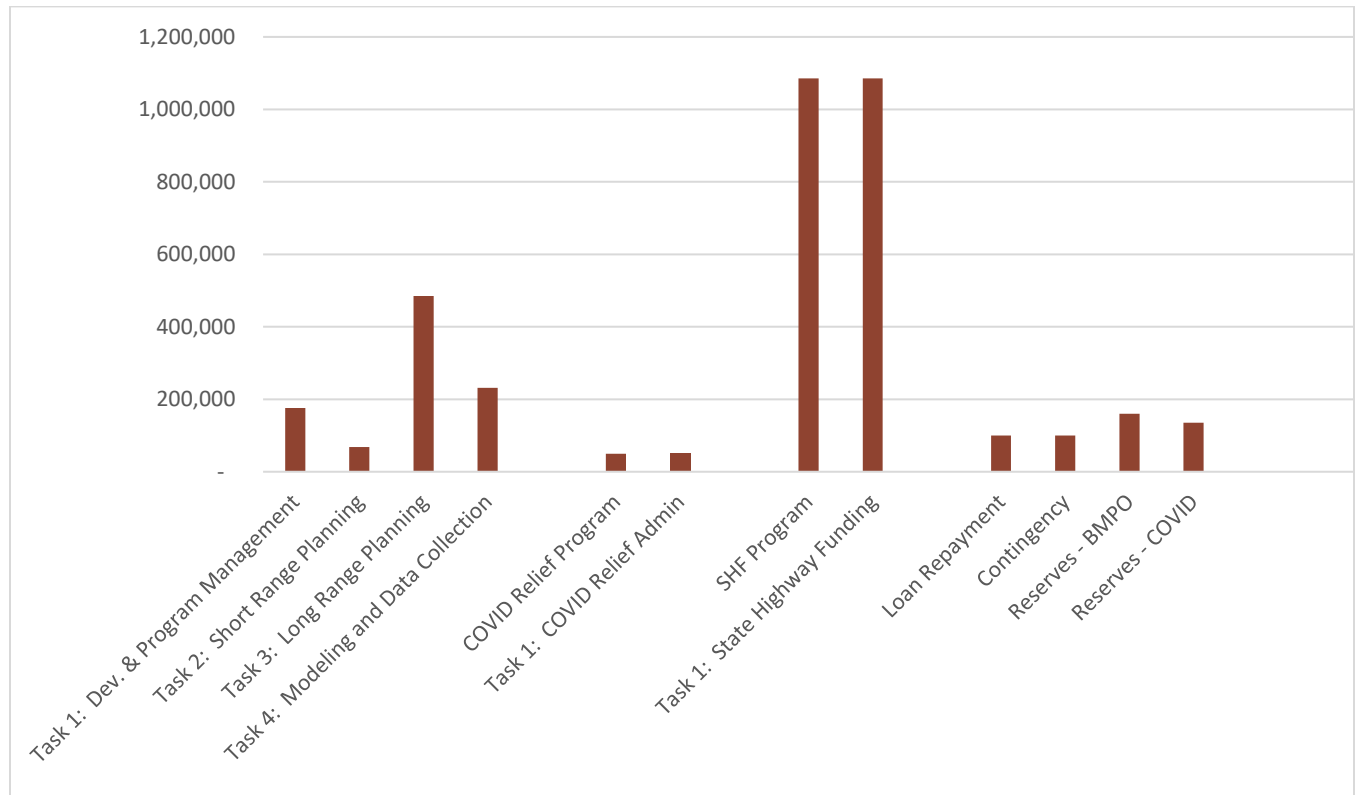
TABLE 18: FY26 BUDGET SUMMARY

Resources	Budgeted Amount	Requirements	Budgeted Amount
Beginning Working Capital/COVID Relief Funding	\$ 365,000		
		BMPO Program	\$ 960,900
FHWA PL		Task 1: Dev. & Program Management	176,100
Federal Share	244,500	Task 2: Short Range Planning	68,000
FTA Section 5303	80,900	Task 3: Long Range Planning	485,300
Safe Streets (SS4A)	200,000	Task 4: Modeling and Data Collection	231,500
SHF – BMPO	440,000		
SHF – Awards	1,085,500	COVID Relief Program	\$ 50,000
Total Grant Funding	\$ 2,415,900	Task 1: COVID Relief Admin	50,000
		SHF Program	\$ 1,085,500
FHWA PL		Task 1: State Highway Funding	1,085,500
State Match	13,100		
Local Match	13,100	Loan Repayment	\$ 100,000
FTA Local Match	9,300	Contingency	\$ 100,000
Safe Streets Local Match	40,000	Reserves - BMPO	\$ 160,000
Total Match Funding	\$ 75,500	Reserves - COVID	\$ 135,000
City of Bend Loan	100,000		
Total Budgeted Resources	\$ 2,591,400	Total Budgeted Requirements	\$ 2,591,400

FY26 REQUIREMENTS BY PROGRAM AND TASK

The following bar chart represents the FY26 requirements, by program and task.

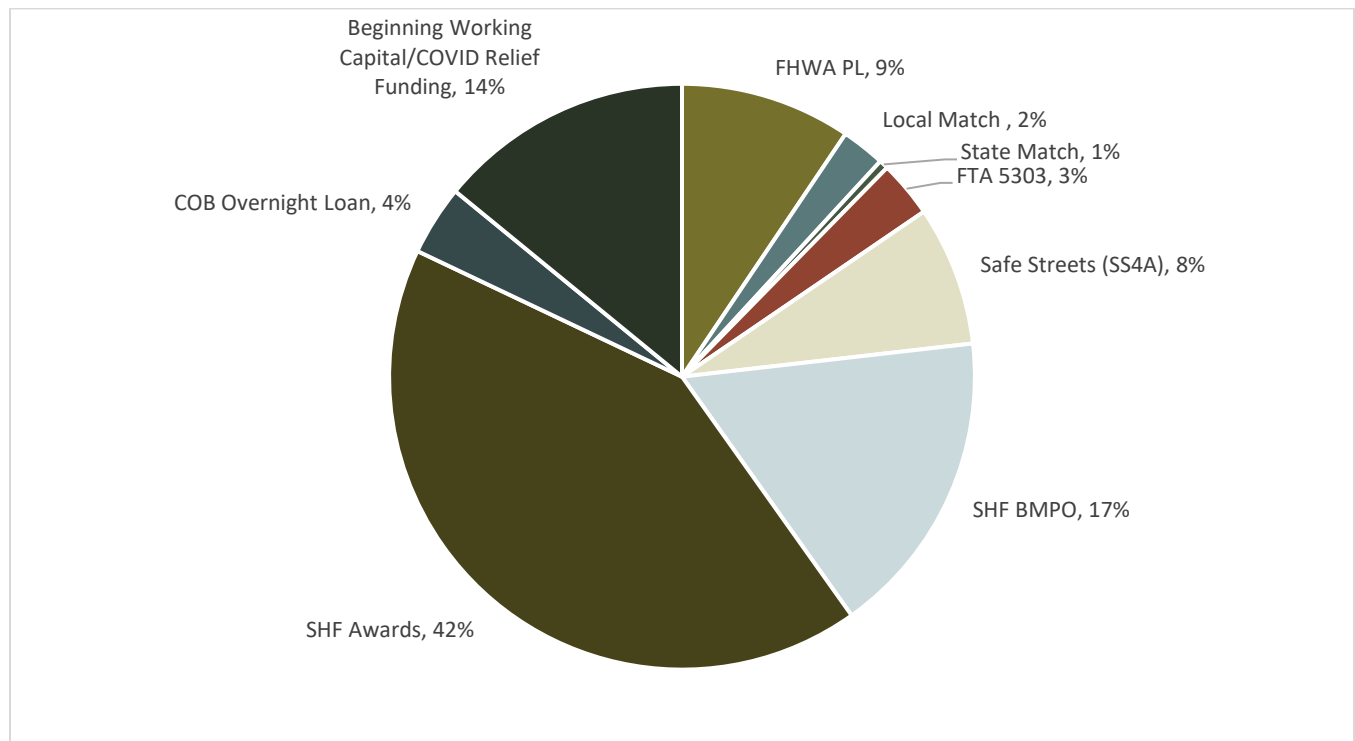
FIGURE 11: FY26 REQUIREMENTS BY PROGRAM AND TASK



FY26 FUNDING RESOURCES

The following pie chart provide a view of how much each funding resource contributes to the total funding resources available for FY26.

FIGURE 12: FY26 FUNDING RESOURCES



FY26 LINE-ITEM BUDGET

The FY26 Line-Item Budget is shown in the following table, with significant and/or new line items described in the subsequent pages.

TABLE 19: FY26 LINE-ITEM BUDGET

Line No.	Account Description	FY25 Revised Budget	FY25 Actuals ¹⁵	FY25 Year End Projection	FY26 Proposed Budget	FY26 Approved Budget ¹⁶	FY26 Adopted Budget ¹⁷
1	Resources:						
2	Beginning Working Capital	\$ 793,100	\$ 956,624	\$ 956,600	\$ 365,000	\$ 365,000	
3	Intergovernmental Revenue	1,940,200	286,693	2,060,700	2,050,900	2,050,900	
4	State Match	21,900	64,583	21,800	13,100	13,100	
5	Bend/Deschutes County In-Kind Match	67,000	-	67,100	62,400	62,400	
6	Loan from City of Bend General Fund	100,000	-	100,000	100,000	100,000	
7	Miscellaneous Revenue		25,583	43,900	-	-	
8	Total Resources	\$ 2,922,200	\$ 1,333,483	3,250,100	\$ 2,591,400	\$ 2,591,400	
9	Requirements:						
10	Regular Salaries	\$ 291,000	\$ 198,590	\$ 308,200	\$ 327,700	\$ 327,700	
11	Other Payouts	7,200	5,122	5,200	6,500	6,500	
12	Overtime	-	1,053	1,500	1,600	1,600	
13	Social Security Tax	19,100	12,329	19,100	20,400	20,400	
14	Medicare Tax	4,500	2,883	4,500	4,800	4,800	
15	Unemployment	300	205	300	300	300	

¹⁵ Actuals as of March 19, 2025.

¹⁶ BMPO Budget Committee approval and recommendation to BMPO Policy Board for adoption occurred on March 26, 2025.

¹⁷ BMPO Policy Board adoption occurred on April 18, 2025.

Line No.	Account Description	FY25 Revised Budget	FY25 Actuals ¹⁵	FY25 Year End Projection	FY26 Proposed Budget	FY26 Approved Budget ¹⁶	FY26 Adopted Budget ¹⁷
16	Workers Compensation	100	66	100	200	200	
17	OR Paid Leave	1,200	794	1,200	1,300	1,300	
18	PERS IAP	18,500	11,979	18,600	19,800	19,800	
19	PERS OPSRP	45,100	29,267	45,400	64,000	64,000	
20	PERS Debt Service	5,400	3,493	5,400	5,800	5,800	
21	Workers Compensation Insurance	1,500	954	1,500	1,800	1,800	
22	Disability Insurance	800	495	800	900	900	
23	AD&D Insurance	-	65	100	100	100	
24	Life Insurance	300	163	300	300	300	
25	High Deductible - Premium	48,700	26,991	41,600	50,600	50,600	
26	High Deductible - Deductible	10,000	6,357	9,800	10,000	10,000	
27	High Deductible - Coinsurance	1,800	1,719	2,600	3,100	3,100	
28	Dental Insurance - Premium	3,600	2,443	4,000	5,000	5,000	
29	Telemed Service	100	95	100	100	100	
30	OPEB Funding	5,200	2,658	4,000	4,800	4,800	
31	Deferred Compensation	3,200	2,328	3,600	3,700	3,700	
32	Employee Parking	1,100	320	500	500	500	
33	Section 125 Benefits	400	222	400	400	400	
34	Total Personnel Services	\$ 469,100	\$ 310,591	\$478,800	\$533,700	\$533,700	
35	Professional Services - Legal	\$ 8,000	\$ 1,620	\$ 1,800	\$ 2,500	\$ 2,500	
36	Professional Services - Consulting	453,900	64,319	453,700	271,800	271,800	
37	Professional Services - Financial Audit	6,000	5,729	7,500	7,500	7,500	
38	Software Host Solutions	-	595	600	700	700	
39	Software Maintenance	1,000	-	-	-	-	
40	In-Kind Match	71,700	-	67,100	62,400	62,400	
41	Postage	100	5	100	100	100	
42	Advertising	1,000	366	1,200	1,500	1,500	
43	Mobile Device Services	500	990	1,300	600	600	
44	City of Bend Support, Interagency	57,800	38,536	57,800	63,600	63,600	

Line No.	Account Description	FY25 Revised Budget	FY25 Actuals ¹⁵	FY25 Year End Projection	FY26 Proposed Budget	FY26 Approved Budget ¹⁶	FY26 Adopted Budget ¹⁷
45	Office Supplies	200	-	200	200	200	
46	Employee Costs	500	-	-	500	500	
47	Employee Costs - Training	1,500	29	1,500	2,500	2,500	
48	Employee Costs - Licenses & Dues	2,500	3,698	4,000	3,500	3,500	
49	Community Education & Outreach	3,000	1,540	3,000	4,000	4,000	
50	Insurance Premium	3,300	3,023	3,100	3,300	3,300	
51	Grant Recipients	1,642,100	375,400	1,787,400	1,135,500	1,135,500	
52	Sponsorships & Contributions	-	-	-	2,500	2,500	
53	Total Materials and Services	\$ 2,253,100	\$ 495,850	\$2,390,300	\$1,562,700	\$1,562,700	
54	Loan Repayment	\$ 100,000	\$ 16,000	\$ 16,000	\$ 100,000	\$ 100,000	
55	Contingency	100,000	-	-	100,000	100,000	
56	Reserves	-	-	-	295,000	295,000	
57	Total BMPO Program	\$ 1,080,100	\$ 431,041	\$ 1,081,700	\$ 960,900	\$ 960,900	
58	Total COVID Relief Program	\$ 591,500	\$ 312,400	\$ 718,000	\$ 50,000	\$ 50,000	
59	Total SHF Program	\$ 1,050,600	\$ 63,000	\$ 1,069,400	\$ 1,085,500	\$ 1,085,500	
60	Ending Working Capital	\$ -	\$ 511,042	\$ 365,000	\$ -	\$ -	

Significant and/or New Line-Items

Beginning Working Capital (Line 2, Resources): the beginning working capital on July 1, 2025, is available due to the remaining balance of COVID Relief Program funds (awarded funds that have yet to be distributed to recipients), Reserves, and an overnight loan from the City of Bend.

Intergovernmental Revenue (Line 3, Resources): this line-item replaces what was previously the “Federal Pass-through Grant – ODOT”. For FY26, this line-item includes the funding sources referenced in the budget summary as FHWA PL, FTA Section 5303, Safe Streets (SS4A), SHF – BMPO, and SHF – Awards. Due to the basis upon which these funds are received and recognized¹⁸ in combination with the when authorized expenses are incurred¹⁹, it is common for most of this revenue to be expended in the third and fourth quarters of the fiscal year.

State Match (Line 4, Resources): this line refers to ODOT’s contribution toward meeting the match requirement for the FWHA PL funds²⁰.

Bend/Deschutes County In-Kind Match (Line 5, Resources): this line includes local contributions toward meeting local match requirements for FHWA PL funds, FTA 5303 funds, and SS4A grant funds. This line is equal to the In-Kind Match expense (Line 40).

Loan from City of Bend General Fund (Line 6, Resources): this represents the loan amount expected to be received on June 30 of the fiscal year. Grant reimbursement revenues are typically received 1-2 months after expenditures are incurred. This is an overnight loan and does not accumulate interest. It is intended to cover reimbursements not received by the end of the fiscal year. For FY26, a year-end loan from the City of Bend is anticipated on June 30, 2025, to cover charges in advance of grant reimbursement.

¹⁸ FHWA PL, FTA Section 5303, and Safe Streets (SS4A) funds are received on a reimbursement basis. SHF – BMPO and SHF – Awards funds are received as an annual allocation in January; however, the funding is recognized as costs are incurred. Refer to the Funding Resources section of this document for more detail.

¹⁹ Safe Streets (SS4A) funding is primarily allocated for consulting costs, which may be incurred on an irregular basis due to fluctuating service needs over the course of the project. SHF – Awards funding represents a significant proportion of the total Intergovernmental Revenue. SHF – Awards spending typically involves one transfer for each annual award allocation programmed in the year, issued on a reimbursement basis following completion of the eligible project or phase. Due to the timing of receipt of the SHF annual allocation, transfers to award recipients generally occur in the third and fourth quarters of each fiscal year. The exception to this is when a recipient does not request reimbursement until a later fiscal year than originally programmed, in which case it may be possible to transfer funds within an earlier quarter (of a later year) due to the availability of unused funds that would have been carried forward.

²⁰ Actuals include SHF funding that is budgeted in Intergovernmental Revenue (line 3) as a result of the transition from STBG (federal) to SHF (state).

Miscellaneous Revenue (Line 7, Resources): the amounts shown here account for investment income generated from earned interest²¹, predominately from undistributed COVID Relief funding. Stated projections include only actual earnings, due to uncertainty in forecasts.

Total Personnel Services (Line 34, Requirements): personnel services include salaries and benefits for the dedicated BMPO staff members²². The FY26 budget assumes 3.0 FTEs²³: 1.0 BMPO Manager, 1.0 BMPO Senior Planner, and 1.0 BMPO Program Coordinator. Current monthly salary ranges for these positions are listed below²⁴.

- BMPO Manager: \$8,544 to \$11,097
- BMPO Senior Planner: \$7,431 to \$9,649
- BMPO Program Coordinator: \$5,919 to \$7,554

Professional Services – Consulting (Line 36, Requirements): consulting expenses are incurred throughout each fiscal year as well as across fiscal years²⁵. As a result, this line fluctuates each year based on projects underway. The decrease expected in FY26, as compared to FY25, is largely due to the comprehensive MTP update that was completed in FY25 and the Bend TSAP update that is expected to begin in the fourth quarter of FY25.

In-Kind Match (Line 40, Requirements): this includes the local in-kind match required for SS4A grant funding, FTA 5303 funding, and FHWA PL funding. In-kind match sources are listed in each subtask in the UPWP. This line is equal to the Bend/Deschutes County In-Kind Match resource (Line 5).

Advertising (Line 42, Requirements): this line primarily includes costs associated with publishing legal notice, as required by Oregon budget law, for any public meeting in which the budget and/or budget adjustments will be considered.

²¹ Funds are kept in interest bearing accounts. The earned interest is based on month-to-month earnings. Currently, the interest being earned for the BMPO becomes unrestricted once available for use. In FY25, the BMPO Policy Board deliberated and decided to review the earned interest balance at the beginning of each fiscal year, starting with FY26, to determine how the funds will be spent.

²² The City of Bend and BMPO have an IGA whereby BMPO staff receives salaries and benefits as City staff.

²³ The BMPO transitioned from 2.8 FTEs to 3.0 FTEs in October 2025, which factored into an increased FY25 year-end projection.

²⁴ Salaries listed reflect those for full-time employees in FY25.

²⁵ This is due to plans and programs that must be updated on various multi-year cycles. Within each update cycle, there are also typically fluctuations in the level of consulting services needed, depending on the work required for each phase of the update.

City of Bend Support, Interagency (Line 44, Requirements): the City of Bend and BMPO have an IGA whereby the City of Bend provides services to the BMPO. Employees in specific City of Bend departments (for example, the Finance department) are charged as 100% indirect. Each fiscal year, the list of departments that will be charged as indirect in the subsequent fiscal year are included in an annual ICAP proposal that is finalized between ODOT and BMPO.

Insurance (Line 50, Requirements): the BMPO is required to maintain liability insurance. This line includes general liability insurance and auto liability insurance.

Grant Recipients (Line 51, Requirements): this represents COVID Relief Program funding and SHF Program funding that was awarded to external agencies for specific projects and is programmed to be transferred to recipients in FY26.

Sponsorships & Contributions (Line 52, Requirements): this is a new line item, beginning in FY26. The BMPO Policy Board deliberated in FY25 and decided to allocate a limited amount of funding to support local sponsorship requests from external agencies. The BMPO Policy Board will review sponsorship requests and allocate the funds.

Loan Repayment (Line 54, Requirements): this line matches the amount shown for the Loan from General Fund (under Resources) and represents the amount that will be repaid to the City of Bend for the year-end, overnight loan.

Reserves (Line 56, Requirements): in FY25, Reserves were added as a new line item in the BMPO budget, with a starting balance of \$80,000. The BMPO Policy Board decided to allocate SHF dollars, in the amount of \$80,000 per year over the course of three years (FY25, FY26, and FY27) to build the Reserve balance. The amount budgeted for Reserves in FY26 includes the carried forward SHF allocation of \$80,000 for FY25, the annual SHF allocation of \$80,000 for FY26, and COVID Relief Program funding that has been awarded to external agencies but will not be transferred to the recipients until after FY26. It is worth noting that in FY25, the BMPO Policy Board started deliberations regarding future plans for spending and maintenance of Reserves. It is also important to note that the COVID Relief Program funding included in the FY26 Reserve balance will be depleted as awarded projects are completed and funds transferred to recipients.

FY26 REVENUE ALLOCATIONS

TABLE 20: FY26 REVENUE ALLOCATION BY PROGRAM AND TASK

Funding Source	BMPO Program Task 1	BMPO Program Task 2	BMPO Program Task 3	BMPO Program Task 4	BMPO Program Total	SHF Program Task 1	COVID Program Task 1	Loan Repay- ment	Contin- gency	Reserves	Grand Total
FHWA PL Funding	137,800	28,700	28,700	34,400	229,600	-	-	-	-	-	229,600
State Match	7,900	1,600	1,600	2,000	13,100	-	-	-	-	-	13,100
Local Match	7,900	1,600	1,600	2,000	13,100	-	-	-	-	-	13,100
2.5% Complete Streets	-	-	14,900	-	14,900	-	-	-	-	-	14,900
FHWA PL Total	153,600	31,900	46,800	38,400	270,700	-	-	-	-	-	270,700
FTA 5303 Funding	20,200	32,400	20,200	8,100	80,900	-	-	-	-	-	80,900
Local Match	2,300	3,700	2,300	1,000	9,300	-	-	-	-	-	9,300
FTA 5303 Total	22,500	36,100	22,500	9,100	90,200	-	-	-	-	-	90,200
Safe Streets (SS4A)	-	-	200,000	-	200,000	-	-	-	-	-	200,000
Local Match	-	-	40,000	-	40,000	-	-	-	-	-	40,000
SS4A Total	-	-	240,000	-	240,000	-	-	-	-	-	240,000
SHF – BMPO	-	-	176,000	184,000	360,000	-	-	-	-	80,000	440,000
SHF – Awards	-	-	-	-	-	1,085,500	-	-	-	-	1,085,500
SHF Total	-	-	176,000	184,000	360,000	1,085,500	-	-	-	80,000	1,525,500
Beginning Working Capital	-	-	-	-	-	-	50,000	-	100,000	215,000	365,000
City of Bend Loan	-	-	-	-	-	-	-	100,000	-	-	100,000
Grand Total	176,100	68,000	485,300	231,500	960,900	1,085,500	50,000	100,000	100,000	295,000	2,591,400

Significant revenue sources

FHWA PL Funding: this refers to the FHWA PL funds, with the ODOT contribution to meeting the match requirement shown as “state match” and the BMPO contribution to the requirement shown as “local match”. The required 2.5% for Complete Streets planning activities is shown in the table as “2.5% Complete Streets”.

FTA 5303 Funding: this refers to the FTA 5303 funds, with the local match requirement shown as “local match”.

Safe Streets (SS4A): this refers to the funding that was awarded to the BMPO under the federal SS4A grant, with the local match requirement shown as “local match”.

SHF – BMPO: this represents the portion of SHF dollars that are allocated to the BMPO Program and Reserves.

SHF – Awards: this represents the portion of the SHF funding that is allocated to the SHF Program, which is administered by BMPO and distributed externally to fund local agency projects and City of Bend streets maintenance and preservation.

Appendix A: Summary of Previous Year Deliverables

TASK 1: BMPO DEVELOPMENT AND PROGRAM MANAGEMENT

- Functioning advisory committees
- Meeting materials for the BMPO Policy Board, BMPO TAC, and BMPO Budget Committee
- Regular meetings with individual BMPO Policy Board members to discuss BMPO work items and improve communications
- Approved and executed contracts
- Appointed one new citizen member to the BMPO Budget Committee and BMPO TAC
- Reappointed one citizen member to the BMPO Budget Committee and BMPO TAC
- Monthly invoices and work summary reports to ODOT for reimbursement and monthly budget review reports to BMPO Policy Board
- Biannual reports and identified priorities
- Updated indirect cost rate (joint effort with ODOT)
- Annual audit and financial report
- Coordination with ODOT regarding contracting procedures
- Regular monitoring of service and materials expenditures
- Regularly updated Facebook page and email lists
- Updates and edits of BMPO webpages
- Coordination with City of Bend to monitor and apply for federal IIA grants
- BMPO responses to state and federal legislative proposals and initiatives
- Implementation of public involvement strategies
- Completed information requests from the public, governmental agencies, and jurisdictions
- Organized hard copy files and electronic files
- UPWP and Budget documents
- Initiated development of multi-year work program
- Attendance at trainings and seminars
- Attendance and participation at OMPOC meetings
- Attendance and participation at Oregon MPO/Transit/ODOT/FHWA quarterly meetings
- Submitted annual Title VI report
- Participated in public engagement events specific to Title VI populations

TASK 2: SHORT RANGE PLANNING

- Maintenance of 2024-2027 MTIP
- Participation in STIP/MTIP coordination meetings
- Annual Obligation Reports
- Updates to the STBG funding distribution process
- Attendance, participation, and technical support of the following appropriate local, regional, and state planning processes and meetings (Subtasks D and E):
 - COACT
 - Deschutes County BPAC
 - CET RPTAC
 - City of Bend-ODOT monthly staff meetings

TASK 3: LONG RANGE PLANNING

- Completion and adoption of the MTP (September 2024)
- Secured additional grant funding and completed work to implement some of the non-infrastructure components of the Bend TSAP and the Deschutes County TSAP
- Worked with COIC to secure grant funding to implement safety messaging and outreach throughout Central Oregon for FFY25
- Applied for and secured federal SS4A grant to update the Bend TSAP (plan expected to start early 2025)
- Participated in the development of the US97/Baker Road IAMP. BMPO Policy Board serving as Steering Committee for the plan
- Participated in the development of the US20 Refinement Plan, including presentations to the BMPO Policy Board
- Participated in the development of the US97/Reed Market Road/3rd Street Operations Plan, including presentations to the BMPO Policy Board
- Tracked and participated in various efforts being undertaken by state agencies to implement the Governor's Executive Order 20-04, including coordination with City and County staff on implementation of the new rules.

TASK 4: TRAVEL DEMAND MODELING AND DATA COLLECTION/ANALYSIS

- Model runs and output data for the various planning efforts underway within the BMPO
- Regular check-ins with ODOT staff to discuss upcoming modeling needs and special model requests
- Created new 2045 model scenario for MTP update
- Tracked and participated in efforts of ODOT and statewide MPO team working to transition the travel model from a 4-step model to an activity-based model

- Tracked and participated in efforts of ODOT and statewide MPO team working to new Oregon Household Travel and Activity Survey
- Project analyses using travel demand model in support of local projects/planning efforts
- Participation in OMSC, including serving as small MPO representative on OMSC Executive Committee and serving on several subcommittees
- Collection of PM data
- Provided data support to City of Bend for Capital Improvement Program (CIP) projects

Appendix B: Planning, Development, and Construction Overview

ODOT Region 4, Deschutes County, BPRD, Commute Options, and the City of Bend will be undertaking several planning, outreach, and development projects in the BMPO area in FY26-FY27. The status of each project varies significantly. For information about public engagement opportunities, please refer to the project websites. Each project is described below.

1) REGIONAL TRANSPORTATION OPTIONS PROGRAMS

Project Lead: Commute Options

Timeline: FY26 and FY27

Website: [Commute Options website](#)

Commute Options, a local non-profit agency, contracts with several entities to coordinate travel options and transportation demand management activities in Central Oregon and throughout much of ODOT Regions 4 and 5. Their efforts include outreach to business owners, employees, and school age children to encourage walking, bicycling, carpooling, teleworking, and riding the bus. Services provided by Commute Options include but are not limited to the following tasks:

- Coordinate the Drive Less Connect online program throughout much of Central and Eastern Oregon
- Coordinate the Drive Less Challenge
- Coordinate and lead bicycling and walking education programs in schools throughout Central Oregon
- Work with CET to promote transit ridership, including the group pass sales program.
- Provide information to the public, employers and their employees on all Travel Demand Management activities. Formats for providing the information include print, website, broadcast media, and individual contacts.
- Participate in studies by other agencies and various planning groups around Central Oregon

2) US20 FACILITY PLAN

Project Lead: ODOT Region 4

Project Timeline: summer 2022 through summer 2025

Project Budget: \$350,000

Website: [ODOT's US20 Bend Facility Plan 3rd Street to Powell Butte Highway webpage](#)

ODOT Region 4 initiated development of a Facility Plan for US20 in summer 2022. The plan is multi-faceted and includes an assessment of existing physical conditions and limitations, traffic operations and safety, ITS options, and future improvement options including pedestrian and bicycle enhancements.

3) US97/BAKER ROAD IAMP

Project Lead: ODOT Region 4

Project Timeline: December 2021 through summer 2025

Project Budget: \$298,000

Website: [ODOT's US97/Baker Road IAMP webpage](#)

Develop a long-term plan for the interchange at US97 and Baker Road. More information listed under Task 4.

4) ODOT ALL ROADS TRANSPORTATION SAFETY (ARTS) PROJECTS

Project Lead: ODOT Region 4

Project Timeline: 2024-2027 STIP

Project Budget: Two projects are programmed: \$986,600

Website: Not available

The ARTS Program is a safety program to address safety needs on all public roads in Oregon. ODOT works collaboratively with local road jurisdictions (cities, counties, MPOs, and tribes) to identify and fund safety projects. Work within the BMPO will include sign upgrades, illumination improvements, signal improvements, safe crossing improvements, curve and intersection signs, delineators, and clear zone improvements.

5) US20: 3RD STREET TO 15TH STREET

Project Lead: ODOT Region 4

Project Timeline: FY21-FY25

Project Budget: \$6.2 million (\$4.9 million ODOT, \$1.5 million City of Bend)

Website: [ODOT's US20: 3rd Street to 15th Street \(Bend\) PHASE 2 webpage](#)

This project will be providing access, mobility, and safety upgrades to US20 (Greenwood Avenue) between Purcell Avenue and 15th Street. This work will include:

- Reconstruction of intersection ramps to meet current accessibility standards
- Improvements to sidewalks and driveways
- Sign updates at local street intersections
- Enhanced pedestrian and bicycle crossing at 4th Street
- Multi-use path from Mt. Washington Drive south to Division Street
- Intersection illumination at US20 at Arnett Way
- Signal safety improvements at US20 at 27th Street
- Enhanced pedestrian crossing and traffic separator at US20 between Benson Street and Dalton Street

6) ARCHIE BRIGGS ROAD BRIDGE (BEND)

Project Lead: ODOT Region 4

Project Timeline: FY22-FY25

Project Budget: \$6.2 million

Website: Not available

Design and construct a replacement of Archie Briggs Road bridge over the Deschutes River.

7) US97: BAKER ROAD TO LAVA LANDS VISITOR CENTER

Project Lead: ODOT Region 4

Project Timeline: FY18-FY26

Project Budget: \$5.8 million

Website: [ODOT's Bend to Lava Butte Multi-Use Path webpage](#)

Construct a bicycle and pedestrian trail connecting Baker Road to Lava Lands Visitor Center.

8) US97 & US20 CURB RAMPS (BEND AND SISTERS)

Project Lead: ODOT Region 4

Project Timeline: FY22-FY26

Project Budget: \$3.5 million

Website: [ODOT's US97 and US20 Curb Ramps \(Bend and Sisters\) webpage](#)

The project will construct or reconstruct 96 curb ramps in Bend and 55 curb ramps in Sisters.

9) REVERE AVENUE RAIL CROSSING: URBAN DESIGN VERIFICATION

Project Lead: ODOT Region 4

Project Timeline: FY24-FY26

Project Budget: \$500,000

Website: [ODOT's Revere Avenue Rail Crossing: Urban Design Verification webpage](#)

The project will develop a plan for Revere Avenue from 4th Street to Wall Street, including the intersection of US20 (3rd Street), the BNSF rail crossing, and the US97 interchange ramp terminals.

10) NE NORTON AVENUE

Project Lead: ODOT Region 4

Project Timeline: FY24-FY27

Project Budget: \$579,000

Website: Not available

Enhance the Norton Avenue corridor to provide bicyclists and pedestrians with a more attractive and safer alternative to Greenwood Avenue (US20). Install bicycle boulevard treatments including speed humps, traffic circles, crossing enhancements, and wayfinding.

11) US20: (3RD STREET) AT EMPIRE AVENUE

Project Lead: ODOT Region 4

Project Timeline: FY25-FY26

Project Budget: \$250,000 (design only)

Website: [ODOT's US20: Empire to Greenwood PHASE 3 webpage](#)

This project is Phase 3 of improvements along US20 in Bend. This phase includes work at Empire Avenue and through the Empire Interchange.

12) US20: CENTRAL OREGON HIGHWAY CULVERTS PROJECT

Project Lead: ODOT Region 4

Project Timeline: FY22-FY26

Project Budget: \$1.2 million

Website: [ODOT's US20: Central Oregon Highway Corridor Culverts Project webpage](#)

Culvert repair and replacement project to address or replace 13 culverts on US20 between Bend and Burns.

13) US97: THE DALLES – CALIFORNIA HIGHWAY CULVERTS PROJECT (2 PHASES)

Project Lead: ODOT Region 4

Project Timeline: FY23-FY26

Project Budget: \$3.17 million

Website: [ODOT's US97 Culvert Improvements webpage](#)

Culvert repair and replacement project to address or replace culverts on US97.

14) US97: I-84 TO CALIFORNIA BORDER

Project Lead: ODOT Region 4

Project Timeline: FY23-FY26

Project Budget: \$5.8 million

Website: Not available

Install National Electric Vehicle Infrastructure fast charging stations every 50 miles along US97 from I-84 to the California border, to provide electric vehicle drivers with reliable, fast charging.

15) CITY OF BEND MOBILITY POINTS

Project Lead: ODOT Region 4

Project Timeline: FY23-FY26

Project Budget: \$1.2 million

Website: Not available

Develop an initial network of mobility points around the city. Mobility point infrastructure provided through bus shelters, e-bike-sharing stations and charging, bicycle parking, electric car-sharing vehicles, and electric vehicle charging equipment.

16) CITY OF BEND ACCESSIBILITY PROJECTS

Project Lead: City of Bend

Project Timeline: FY23-FY27

Project Budget: \$3.9 million

Website: [City of Bend's Citywide Accessibility Improvement Projects webpage](#)

The City of Bend will construct accessibility improvements, including curb ramps and sidewalks on segments of several corridors.

17) CITY OF BEND LOCAL STREET SAFETY PROGRAM

Project Lead: City of Bend

Project Timeline: FY22-FY27

Project Budget: \$3.8 million

Website: [City of Bend's Neighborhood Street Safety Program webpage](#)

Design and construct a series of safety countermeasure projects on local streets throughout Bend.

18) REED MARKET RD/3RD STREET INTERSECTION

Project Lead: City of Bend

Project Timeline: FY23-FY27

Project Budget: \$5 million

Website: Not available

Design and construct improvements at the Reed Market Rd/3rd Street intersection.

19) BUTLER MARKET RD/WELLS ACRES ROAD INTERSECTION

Project Lead: City of Bend

Project Timeline: FY22-FY26

Project Budget: \$3 million

Website: [City of Bend's Butler Market & Wells Acres Roundabout and Key Route Project webpage](#)

Design and construct improvements at the Butler Market Road/Wells Acres Road intersection.

20) BOND STREET/REED MARKET ROAD INTERSECTION

Project Lead: City of Bend

Project Timeline: FY23-FY25

Project Budget: \$4.3 million

Website: Not available

Design and construct improvements at the Bond Street/Reed Market Road intersection.

21) BROSTERHOUS ROAD/CHASE ROAD INTERSECTION

Project Lead: City of Bend

Project Timeline: FY23-FY26

Project Budget: \$5 million

Website: Not available

Design and construct improvements at the Brosterhous Road/Chase Road intersection.

22) NE 27TH STREET/CONNERS AVENUE INTERSECTION

Project Lead: City of Bend

Project Timeline: FY23-FY26

Project Budget: \$2.5 million

Website: Not available

Design and construct improvements at the NE 27th Street/Connors Avenue intersection.

23) GALVESTON CORRIDOR IMPROVEMENTS

Project Lead: City of Bend

Project Timeline: FY23-FY26

Project Budget: \$4 million

Website: [City of Bend's Galveston Corridor Project webpage](#)

Design and construct improvements on Galveston Avenue between the Deschutes River and 14th Street.

24) MIDTOWN BICYCLE & PEDESTRIAN CROSSINGS

Project Lead: City of Bend

Project Timeline: FY23-FY26

Project Budget: \$40 million (CIP funds, state funds, federal funds, and General Obligation "GO" Bond funds)

Website: [City of Bend's Midtown Crossings Project webpage](#) and [City of Bend's Hawthorne Pedestrian & Bicycle Overcrossing webpage](#)

Design and construct improvements on Franklin Avenue and Greenwood Avenue. Construct a new overcrossing of US97 and the railroad connecting downtown to the Central Area. The City of Bend recently secured a federal Rebuilding American Infrastructure with Sustainability and Equity grant and a state grant to fully implement these improvements.

25) 3RD STREET/MILLER INTERSECTION

Project Lead: City of Bend

Project Timeline: FY25-FY27

Project Budget: \$3.2 million

Website: Not available

Design and construct improvements at the 3rd Street/Miller Avenue intersection.

26) RIVERFRONT IMPROVEMENTS

Project Lead: City of Bend

Project Timeline: FY25-FY27

Project Budget: \$1 million

Website: [City of Bend's Riverfront Street Design webpage](#)

Design improvements to Riverfront Street between Galveston Avenue and Miller's Landing Park.

27) CITY OF BEND GO BOND PROJECTS

Project Lead: City of Bend

Project Timeline: 2021-2030

Project Budget: \$190 million

Website: [City of Bend's 2020 Transportation GO Bond webpage](#)

Voters approved a \$190 million transportation bond measure in November 2020. The bond includes projects that will benefit all modes of transportation. Some of the project work is identified above. Other projects included in the bond include:

- Aune Road extension (east): \$6.3 million
- Aune Road extension (west): \$3.3 million
- Bear Creek Road/27th Street intersection: \$11.4 million
- Butler Market Road/Boyd Acres Road intersection: \$3.8 million
- Colorado Avenue improvements: \$300,000
- US97/Colorado interchange improvements: \$400,000
- Enhanced access to transit: \$2.2 million
- Empire Avenue/O.B. Riley Road intersection: \$900,000
- US97/Murphy Road interchange: \$2.3 million
- Neff Corridor improvements: \$4 million
- Olney Road improvements: \$3.3 million
- Olney Road bicycle and pedestrian improvements: \$2.4 million
- Portland Avenue improvements: \$3.5 million
- Reed Market Road improvements: \$21 million
- Neff/Purcell intersection: \$2.2 million
- Additional projects are scheduled for years beyond the current FY23-FY27 CIP

28) CITY OF BEND CFEC PLANNING

Project Lead: City of Bend

Project Timeline: to be determined

Project Budget: unknown

Website: [City of Bend's CFEC webpage](#)

Work to implement the requirements of the CFEC planning requirements resultant of the Governor's Executive Order 20-04.

29) DESCHUTES COUNTY PROJECTS

Project Lead: Deschutes County

Project Timeline: 2025-2029

Project Budget: Varies

Website: [Deschutes County's Road Department CIP Projects webpage](#)

The current County CIP includes a few projects on roadways within or immediately adjacent to the BMPO. These include a roundabout at Powell Butte Highway/Butler Market Road, a trail improvement

on Rickard Road, and replacement of the Hamhook Road Bridge. Additionally, the County has several pavement preservation projects within or near the BMPO. Some of these preservation projects include minor safety enhancements and minor widening to better accommodate bicyclists.

30) DRIVER FEEDBACK SIGNS

Project Lead: ODOT Region 4

Project Timeline: 2024-2026

Project Budget: \$1 million

Website: Not available

Install speed feedback signs on each of the following roads:

- Alfalfa Market Road
- Burgess Road
- Cline Falls Highway
- Day Road
- Old Bend-Redmond Highway
- Powell Butte Highway
- South Canal Boulevard
- South Century Drive

31) BPRD PROJECTS

Project Lead: BPRD

Project Timeline: 2025-2029

Project Budget: \$4.9 million

Link: [**BPRD's Five-Year CIP \(FY25-FY29\) download**](#)

The current BPRD CIP includes many trail projects within or immediately adjacent to the BMPO, including:

- Deschutes River Trail improvements: Galveston to Miller's Landing (joint project with the City of Bend)
- Riley Ranch Nature Reserve Bridge
- Deschutes River Trail improvements: Putnam to Riley Ranch trail connection
- Deschutes River Trail improvements: Kirkaldy to Putnam

- Deschutes River Trail North Trailhead
- Miscellaneous trail improvements
- Planning and design of North Unit Irrigation District canal trail
- Central Oregon Historic Canal Trail (COHCT) Blakely to Hansen Park

Appendix C: Acronyms and Definitions

ARTS: All Roads Transportation Safety Program. For more information, visit the [ODOT ARTS Program webpage](#).

Bend TSAP: the City of Bend's Transportation Safety Action Plan, developed in 2019. To learn more, visit the [Bend TSAP webpage](#).

BLS: [Bend La Pine Schools](#), a school district that serves Central Oregon areas, including Bend, La Pine, and Sunriver.

BMPO: Bend Metropolitan Planning Organization, formed in December 2002 when the Bend area reached 50,000 in population. Explore the [BMPO website](#) for more information.

BPAC: (Deschutes County) Bicycle and Pedestrian Advisory Committee, provides current information and advising related to bicycle and pedestrian considerations in transportation to ODOT, Deschutes County, and Central Oregon cities (Bend, Redmond, and Sisters). Learn more at the [Deschutes County BPAC webpage](#).

BPRD: Bend Park and Recreation District. Learn more on the [BPRD website](#).

CET: [Cascades East Transit](#), Central Oregon's regional public transportation service provider.

CFEC: Climate Friendly and Equitable Communities. Visit the [DLCD CFEC webpage](#) and the [City of Bend CFEC webpage](#) for more information as it relates to local initiatives.

CFR: Code of Federal Regulations. To look up specific codes, refer to the [eCFR system](#). To browse CFRs, visit the [CFR \(Annual Edition\) website](#).

CIP: Capital Improvement Program/Plan, a multi-year plan for state and federally funded projects.

COACT: [Central Oregon Area Commission on Transportation](#), a forum for the Central Oregon regional, transportation-related discussions and coordination, formed in 1998. MPOs are required by ODOT to establish a relationship with their local ACTs and to coordinate with the ACTs in the prioritization of projects for submission to the STIP.

COIC: [Central Oregon Intergovernmental Council](#), serves Crook County, Deschutes County, Jefferson County, Bend, Culver, La Pine, Madras, Metolius, Prineville, Redmond, Sisters, and the Confederated Tribes of Warm Springs. Designated in 1972.

DLCD: Department of Land Conservation and Development, guides land use policy in Oregon, assists cities and counties in applying Oregon’s land use laws, and aids in assuring compliance with Oregon’s statewide planning goals and guidelines. Visit the [DLCD website](#) for more information.

FFY: Federal fiscal year, which runs from October 1 of one calendar year to September 30 of the following calendar year.

FHWA: Federal Highway Administration, a division of USDOT. For more information, visit the [USDOT FHWA webpages](#).

FHWA PL: Metropolitan Planning Funds, as defined by the Metropolitan Planning Program. More information is available via the [USDOT FHWA Bipartisan Infrastructure Law Fact Sheet webpage](#).

FLMA: Federal Land Management Agency. To learn more and/or look up units and management areas by state, agency, or MPO, refer to the [FLMA Database](#).

FTA: Federal Transit Administration, a division of USDOT. For more information visit the [USDOT FTA webpages](#).

FTA 5303: Federal Transit Administration (FTA) Metropolitan Planning funds, used for MPO planning. Learn more at the [USDOT Metropolitan & Statewide Planning and Non-Metropolitan Transportation Planning - 5303, 5304, 5305 webpage](#).

FTE: Full Time Equivalent. Staffing levels are measured in FTEs to give a consistent comparison from year to year. In most instances an FTE is one full-time position filled for the entire year, however, in some instances an FTE may consist of several part time positions.

FY: Fiscal year, which runs from July 1 of one calendar year to June 30 of the following calendar year.

GO Bond: General Obligation Bond. Passed by Bend voters on November 3, 2020, the bond funds priority projects that improve neighborhood safety, east-west connections, and traffic flow in Bend. To learn more, visit the [City of Bend’s 2020 Transportation GO Bond webpage](#).

HIP-CRRSAA: Highway Infrastructure Programs Coronavirus Response and Relief Supplemental Appropriations Act of 2021, provides direct economic assistance for American workers, families, and small businesses. The act also provides direct financial assistance to public transportation providers, and city, county, and state governments. The purpose of the HIP-CRRSAA, or COVID relief funding, is to provide funding to address coronavirus disease 2019 (COVID-19) impacts related to Highway Infrastructure Programs. A percentage of these funds was distributed to counties, cities, and small MPOs. BMPO received funding based on the established allocation formula.

IAMP: Interchange Area Management Plan.

ICAP: Indirect Cost Allocation Rate Proposal.

IGA: Intergovernmental Agreement. A formally adopted agreement between units of government that articulates the respective roles, duties, and responsibilities of the agencies party to the agreement.

IIJA: Infrastructure Investment and Jobs Act (also referred to as the Bipartisan Infrastructure Law), signed into law by President Joe Biden on Nov. 15, 2021. This law authorized \$1.2 trillion in total spending, including \$550 billion of new spending on hard infrastructure. The law also revises Buy America procurement procedures for highways, mass transit, and rail; implements new safety requirements for all modes of transportation; and directs the Department of Transportation to establish a program to ensure the long-term solvency of the Highway Trust Fund. It also incorporates and extends the 2021 federal-aid, highway, transit, and safety programs as well as the federal-aid highway program, transit programs, highway safety, motor carrier safety, and rail programs from 2023 through 2026. The IIJA requires MPOs to use 2.5% of their PL funding to support Complete Streets.

LCOG: Lane Council of Governments, provides services to local governments and agencies in the Lane County region.

MPC: Modeling Program Coordination Subcommittee, a subcommittee of the OMSC. More information about this committee is available via the **OMSC Subcommittees webpage**.

MPO: Metropolitan Planning Organization. Visit the **USDOT Metropolitan Planning Organization webpage** to learn more about how MPOs are designated and what MPOs are required to do.

MTIP: Metropolitan Transportation Improvement Program, which identifies project scopes, budgets, and timing for delivery within the BMPO. Refer to the **BMPO MTIP and Annual Obligation Report webpage** to access the current BMPO MTIP, and related documents.

MTP: Metropolitan Transportation Plan, the 20-year transportation plan for defining transportation improvement strategies and policies for the BMPO area. The MTP must be coordinated with state, county, and city jurisdictions. Visit the **BMPO MTP webpage** to view the current BMPO MTP and related information.

OAPA: American Planning Association, Oregon Chapter. The **OAPA website** includes more information.

ODOT: Oregon Department of Transportation, a state government agency responsible for managing and developing Oregon's transportation system (roads, highways, bridges, and related infrastructure). Started in 1913.

OMPOC: Oregon Metropolitan Planning Organization Consortium. The OMPOC serves as a forum for Oregon MPOs. Learn more via the [OMPOC website](#).

OMSC: Oregon Modeling Statewide Collaborative. State, regional, and local governmental agency collaboration on multi-modal transportation systems, with consideration of economic, environmental, and livability factors specific to Oregon. More information located on the [OMSC website](#).

PM: Performance Measure, a metric used to quantify and track the success of an activity, project, or organization in achieving its goals or objectives.

PPP: Public Participation Plan. The BMPO PPP includes a documented process for providing the public and others with reasonable opportunities to be involved in the BMPO transportation planning process. The adopted BMPO PPP is available on the [BMPO Public Participation, Non-Discrimination & Equity webpage](#).

RPTAC: Regional Public Transportation Advisory Committee. Learn more on the [CET RPTAC webpage](#).

SHF: State Highway Fund. In 2024, the BMPO replaced federal STBG funding with SHF funding. The BMPO receives an annual allocation of SHF dollars, which are discretionary funds (see the SHF Program section of this document for more detail on how these funds are allocated). Current information is also available on the [BMPO SHF Discretionary Funds Program webpage](#).

SS4A: Safe Streets and Roads for All Program, provides grant funding to help prevent fatalities and serious injuries. Refer to the [USDOT SS4A webpage](#) for more information.

STBG: Surface Transportation Block Grant, one of the major federal funding programs. The BMPO previously received annual allocations of **STBG Program** funds, which were replaced with SHF funding in 2024.

STIP: Statewide Transportation Improvement Program. The STIP is a federally required document that identifies all federally funded projects in the state. The STIP is a staged, multi-year, statewide, intermodal program of transportation projects. Projects must be included in the STIP before applicants can use the federal funds awarded to their projects. For an MPO project to be included in the STIP, it must first be included in an MPO's MTIP. The current STIP is available on the [ODOT STIP webpage](#).

TAC: Technical Advisory Committee. The BMPO TAC consists primarily of public works and planning staff of local and state agencies. It also includes two citizen members. Visit the [BMPO TAC webpage](#) for more information.

Title VI Program: Federally required program to ensure that transportation programs and services are accessible and provided uniformly, and to avoid adverse and disproportionate impacts by considering

the populations impacted by transportation projects. This is primarily accomplished through inclusive public participation, outreach, and the consideration of all factors and measures that provide for a context sensitive solution. To learn more, visit the [**U.S. Department of Justice’s Title VI of the Civil Rights Act of 1964 webpage**](#).

TPAU: Transportation Planning and Analysis Unit, a unit within ODOT that provides statewide transportation modeling services and technical assistance to jurisdictions throughout the state.

TSAP: Transportation Safety Action Plan. *See also Bend TSAP.*

UPWP: Unified Planning Work Program, a document that incorporates all transportation planning and supports 3C planning processes and activities. Required to be developed annually or biennially with a mid-cycle update. The BMPO UPWP is developed biennially and updated prior to the second year of the program. BMPO UPWPs are posted to the [**BMPO Work Program & Budget webpage**](#).

USDOT: [**United States Department of Transportation**](#), a federal Cabinet department of the U.S. government concerned with transportation.

Appendix D: Comment Log and Public Notice Schedule

The BMPO received comments and presented the UPWP with the outreach plan shown here:

FY26-FY27 UPWP AND FY26 BUDGET

- February-March 2025
 - ODOT and Federal Partner review
 - BMPO Policy Board and BMPO TAC review
 - Draft UPWP posted online
- March 2025
 - BMPO Policy Board notice of public comment period opened
 - BMPO Budget Committee meeting scheduled
- April 2025
 - Updated UPWP posted online, shared with local partners and community members
 - BMPO Policy Board reviewed public comments and adopted UPWP and FY26 Budget
- May 2025
 - Final approved documents posted online

TABLE 21: FY26-FY27 UPWP COMMENT LOG

No.	Comment	Jurisdiction/ Agency	BMPO Response Status	BMPO Action Item or Implementation Details
01	We can do more with PEL. Some of the items in the table below are a bit of a stretch. <i>Referring to PEA table in prior UPWP draft.</i>	ODOT Region 4	Addressed.	Table no longer included in UPWP. If re-incorporated, will address based on discussions with ODOT.
02	What for PEL is actually being done here? <i>Referring to transit planning in PEA table from prior UPWP draft.</i>	ODOT Region 4	Addressed.	Table no longer included in UPWP. If re-incorporated, will address based on discussions with ODOT.

No.	Comment	Jurisdiction/ Agency	BMPO Response Status	BMPO Action Item or Implementation Details
03	Consider adding South US97 Pedestrian Crossing Plan (Bend) and US20 Connection to SB US97 Plan (Bend). <i>See BMPO Major Transportation Activities for FY26 and FY27 table, Revere Avenue Rail Crossing: Urban Design Verification (pg. 16).</i>	ODOT Region 4	Addressed.	Added South US97 Pedestrian Crossing Plan. Did not add US20 Connection to Southbound US97 Plan (Bend) because it has been delayed to the FY28-FY29 biennium. Added Bend-Sisters-Redmond Active Transportation Study.
04	I think this is technically before the biennium. You can put the Revere project on here for tasks underway. <i>See BMPO Program section, Work Summary for FY26 and FY27 subsection, Tasks Underway list (pg. 19).</i>	ODOT Region 4	Addressed.	Revere Avenue Study listed under Task 2, Subtask D.2. Also referenced in Task 3 introductory paragraph. Revere Avenue Rail Crossing: Urban Design Verification included in Major Transportation Activities Table.
05	Reed Market Study concluded at the end of 2023. <i>See BMPO Program section, Work Summary for FY26 and FY27 subsection, Tasks Completed list, US97/Reed Market Road Study (ODOT and City of Bend project) item (pg. 19).</i>	ODOT Region 4	Addressed.	Under the Tasks Completed List, clarified that the list includes tasks completed in both FY24 and FY25.
06	Also curious what is being done/proposed here. <i>See Task 1: BMPO Development and Program Management, Subtask A:</i>	ODOT Region 4	Addressed	Added language to clarify that "FLMA outreach" is associated with our

No.	Comment	Jurisdiction/ Agency	BMPO Response Status	BMPO Action Item or Implementation Details
	<i>Administrative Tasks, Deliverables (FY26/FY27) list, Tribal and FLMA engagement item (pg. 22).</i>			project solicitation process.
07	We can figure out a way for you to assist in Revere if you are interested. <i>See Task 1: BMPO Development and Program Management, Subtask D: Public Participation, Deliverables (FY26/FY27) list, Use the public outreach and engagement process identified for BMPO tasks and projects as outlined in current PPP (pg. 25).</i>	ODOT Region 4	Addressed.	BMPO staff serving on project Participant Advisory Committee. Major plan documents will be shared with the TAC and Policy Board.
08	Anticipate US20 Connection to SB US97 (Bend) and South US97 Pedestrian Crossing Plan (Bend) as noted earlier. <i>See Task 2: Short Range Planning, Subtask D.2: Agency and Jurisdictional Coordination – Projects, “As has occurred in prior years, it is anticipated that additional projects will arise in the FY26 and FY27 fiscal years that will require BMPO participation” sentence (pp. 32-33).</i>	ODOT Region 4	Addressed.	Based on further discussion with ODOT staff, added South US97 Pedestrian Crossing Plan and Bend-Sisters-Redmond Active Transportation Study. Did not add US20 to US97 Connection Study because it has been postponed to the next biennium.
09	Which section would list the CFEC assistance? <i>See Task 3: Long Range Planning (pg. 36).</i>	ODOT Region 4	Response provided.	This is listed in Subtask C.
10	Can you extend an agreement indefinitely?	ODOT Region 4	Addressed.	In FY26, the MPO-City IGA will be reviewed and updated. The

No.	Comment	Jurisdiction/ Agency	BMPO Response Status	BMPO Action Item or Implementation Details
	<i>See Organizational Structure section, "The agreement was renewed and extended indefinitely in July 2013" sentence (pg. 11).</i>			duration of the agreement will be included in that review process.
11	This should be updated. <i>See Major Plans section, BMPO Status of Major Plans table, Annual Obligation Report date completed (pg. 12).</i>	ODOT Region 4	Addressed	Correction made.
12	The County's CIP mentioned in Appendix B (31) is actually for the project timeline of 2025-2029. <i>See Appendix B, now item 29 (pg. 78).</i>	Deschutes County	Addressed.	Revised content in applicable section.
13	Page 76 refers to BPRD's CIP that is out of date. Our current CIP is for 2025-2029. Here is a link: 2025-2029-Adopted-CIP.pdf . None of the projects are different, it would just be good to include the updated CIP, if that's agreeable to the MPO. Also, in listing the projects: • Riley Ranch is a Nature Reserve, not a Preserve • Blakeley, should read Blakely <i>See Appendix B, now item 31 (pg. 79).</i>	BPRD	Addressed.	Revised content in applicable section.

Appendix E: MPO UPWP Protocols

MPO UPWP Protocols

As of August 11, 2022

Purpose

The Unified Planning Work Program (UPWP) identifies the planning priorities and activities to be carried out by metropolitan planning organizations (MPOs) within a metropolitan planning area. The UPWP provides a description of the planning work and work products including agency work responsibilities, timeframes, and UPWP budget including cost estimates and funding sources in accordance with 23 CFR 450.310 (a).

These MPO UPWP Protocols provides the federal, state, and MPO stakeholders a transparent process timeline for the UPWP reviews for federal approval. The purpose of these protocols is to ensure timely, constructive collaboration between the MPO, the Oregon Department of Transportation (ODOT) and federal agencies in developing our respective planning work programs. All parties are working in good faith to ensure a full formal approval of the UPWP by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

UPWP Annual Process Timeline

Schedule	Responsible Party	Task
September/ October	ODOT Region	Work with MPO staff to share ODOT planning work plans for the coming fiscal year.
	MPO	• Notify affected jurisdictions that draft UPWP narratives are due by December for the coming fiscal year. • Begin developing key planning initiative concepts through their policy and/or technical committees as appropriate.
November/ December	FHWA and FTA	• Provide any applicable Planning Emphasis Areas and Oregon Planning Focus Areas to ODOT headquarters (HQ), ODOT Regions, and MPOs. • By November 30 – Approve draft UPWP meeting agenda
	ODOT HQ	• Provide estimated funding allocations to MPOs based upon funding allocation methodology.

Schedule	Responsible Party	Task
		- Request from FHWA and FTA dates of availability for in-person UPWP reviews with MPOs between the month of February and if needed through the second week of March - Schedule in-person review meetings with MPOs, FHWA, FTA, and ODOT Regional Staff. - Send notification (date, time and location of meeting) letter to MPO Directors to review before final letter is sent to FHWA, FTA and others. - Send draft meeting agenda to MPOs
January	MPO	Three Weeks Prior to UPWP Meeting – For UPWP meetings scheduled in January, submit draft UPWP (including budget estimate) to ODOT HQ, FHWA, and FTA. By January 30 - For UPWP meetings scheduled in February, submit draft UPWP (including budget estimate) to ODOT HQ, FHWA, and FTA. - Missing this deadline could result in your UPWP meeting being rescheduled.
	ODOT HQ	- Distributes draft UPWP to ODOT Regions and HQ subject matter experts for review and comment. 1 Week Prior to UPWP Meeting - Consolidate all ODOT comments and distribute to the respective MPO staff a copy to FHWA and FTA.
	FHWA and FTA	1 Week Prior to UPWP Meeting - Provide comments to the respective MPO with a copy to ODOT HQ and ODOT Region.
January/February/March	All	By March 10 - Hold all in-person MPO UPWP meetings.
	MPO	Are responsible as part of the in-person meetings to assure they understand the various comments and recommendations received from ODOT, FHWA, and FTA.
March/April/ May	MPO	By March 15 - Prepare an amended UPWP based upon comments from ODOT, FHWA, and FTA

Schedule	Responsible Party	Task
		and a Comment Response Log listing each comment received (written and from the in-person meeting and how it was addressed in the amended UPWP). It is anticipated this could be a simple table.
	MPO if using in-kind match	By April 1 - Submit documentation to ODOT HQ Program and Funding Services (PFS) to request approval to use in-kind donations to match Federal funds. Prior approval is required before the start of the state fiscal year.
	ODOT HQ, ODOT Region	By April 1 - Review the UPWP Comment Response Log to ensure the respective agencies comments were adequately addressed. If any agency has any outstanding concerns, it is that agency's responsibility to work directly with the MPO to resolve them. ODOT HQ is responsible for sending the MPOs, FHWA & FTA a confirmation email when all comments have been adequately addressed.
	ODOT HQ Program Funding Services (PFS)	By April 30 - Review in-kind donation match requests and notify MPO of approval/denial.
	MPO	By April 30 – UPWP budget must be finalized and transmitted to ODOT HQ to start the funding agreement process. In the event UPWP budget changes, the agreement may be amended after July 1. (<i>See attachment 1</i>)
	MPO	By May 20 - Transmit final UPWP, approved by their respective policy board, to ODOT HQ and Region. (to allow ODOT HQ enough time to get the agreements finalized and executed.)
	ODOT HQ	Prepare MPO funding agreements and ODOT Procurement Office sends to respective MPO for signatures.
June	ODOT HQ	By June 10 - Approve MPO's UPWP and submit to FHWA/FTA a letter saying the MPO meets all the planning and administrative requirements.
	FHWA and FTA	By June 15 - Send formal UPWP approval or conditional approval letters to ODOT HQ,

Schedule	Responsible Party	Task
		applicable ODOT Region, and the respective MPO.
	MPO and ODOT	By June 30 - Complete signed funding agreements.
June 15 – 30	ODOT HQ	- Request authorization of each MPO's PL/5303 consolidated planning project to FHWA in Financial Management Information System (FMIS). - For MPOs using in-kind donations as match, include a request to use tapered match (if needed).
	FHWA	Review and approve/deny each FMIS request after verifying consistency with the approved UPWP.
Summer	ODOT, MPOs, FHWA and FTA	Meet to evaluate the effectiveness of the MPO UPWP Protocols, make changes as necessary.
End of State Fiscal Year	MPO if using in-kind match	August 1 - Submit final in-kind donation match approval documentation with appropriate supporting documentation of the actual amount of in-kind match acquired at the end of the fiscal year to ODOT HQ Program and Funding Services (PFS) for approval.
	ODOT HQ Program Funding Services	Review in-kind donation match documentation and notify MPO of approval/denial.

MPOs to include in your UPWPs:

- Status of MPO documents (dates of adoption, update deadline, federal approvals/conformity determinations, etc. for MTIP, TIP, UPWP and PPP).
- Include ODOT led work in UPWP that falls in the MPO area.
- (Optional) In the event the MPO decides to not obligate all funding for the current fiscal year or de-obligate funds from their current fiscal year, know they will not spend it and/or move saving forward from the last fiscal year before it is closed for a project, please reference Attachment A.

*Authorization of Additional Key Numbers (KN):

MPOs that choose to establish additional KNs for planning projects (beyond the PL/5303 consolidated planning project) are responsible for initiating the authorization process of those KNs and ensuring federal authorization prior to beginning work. Costs incurred prior to federal authorization are not eligible for federal reimbursement.

Schedule	Responsible Party	Task
Approximately 10 business days prior to desired project start date	MPO	Request authorization to ODOT Region MPO Liaison.
	ODOT Region MPO Liaison	Request authorization to ODOT Region STIP Coordinator.
	ODOT Region STIP Coordinator	Request authorization from ODOT PFS Unit.
	ODOT PFS Unit	Submit authorization request to FHWA in FMIS.
	FHWA	Review and approve/deny each FMIS authorization request after verifying consistency with the approved UPWP.
	ODOT Region MPO Liaison	Notify MPO the project is authorized, and they can proceed with work.
	MPO	Begin work on project after received confirmation of Federal authorization of the project.

Amending UPWP and aligning with STIP/IGA:

MPOs that need to amend their work program are responsible for initiating the authorization process and ensuring federal authorization prior to beginning work. Costs incurred prior to federal authorization are not eligible for federal reimbursement. An amendment is required if the MPO is adding additional tasks or significant scope changes, additional funding, and or additional time.

Schedule	Responsible Party	Task
	MPO	Submit to ODOT Region MPO Liaison and FHWA review and approval for amending work plan. Request approval by the policy board.
		Adding federal funds to an approved UPWP budget means the MPO needs to show what additional work

		is being done and requires approval by FHWA & ODOT.
	ODOT Region MPO Liaison	Request amendment authorization to ODOT's Region STIP Coordinator.
	ODOT Region STIP Coordinator	Request amendment authorization from ODOT PFS Unit.
	ODOT HQ	Submit an amendment letter to FHWA/FTA saying the MPO meets all the planning and administrative requirements for the additional funding.
	FHWA & FTA	Send formal UPWP approval or conditional approval amendment letters to ODOT HQ, applicable ODOT Region, and the respective MPO.
	ODOT PFS Unit	Submit authorization amendment request to FHWA in FMIS.
	FHWA	Review and approve/deny each FMIS authorization request after verifying consistency with the approved UPWP.
	ODOT Region MPO Liaison	Notify ODOT HQ PFS to amend the MPO funding agreement and ODOT Procurement Office sends to MPO for signatures.
	MPO	Begin work on amended project after received confirmation of federal authorization of the project.

Unified Planning Work Program (UPWP) Financial Protocols and Timelines

Purpose: This document will outline the protocols, business rules and timelines for establishing the baseline amounts for the development of the yearly UPWP documents with each metropolitan planning organization (MPO). This process will allow for more consistency, as well as allow better efficiency to ensure the UPWP agreements are executed in a timely fashion.

Timeline, Protocols and Business Rules:

The UPWP ends on June 30th of every year. Below is the timeline and protocol of events after June:

- July 30
 - MPOs submit final bills for work done during the prior fiscal year (Year 1)
 - September
 - MPO begins process to close out prior year (Year 1) UPWP
- October
 - ODOT begins to close out the prior year (Year 1) UPWP with FHWA.
- November

- MPO submits final UPWP closeout documents for prior year (Year 1) to ODOT
- November - December
 - ODOT provides record of close out of prior year (Year 1) to MPO
 - MPO and ODOT coordinate to review of the prior year (Year 1) records and reconcile the final financial numbers are accurate for both agencies.
- January
 - Any savings from the close out of the prior year (Year 1) UPWP will automatically be amended into the next year (Year 3) UPWP key number, unless otherwise directed from the MPO
 - Draft UPWP financials for following year (Year 3) will be based on the amounts after savings are added from prior year (Year 1)
- February - March
 - UPWP spring meetings for following year (Year 3) by March 15
- April
 - MPO will have the opportunity to forecast and determine if funding will be de-obligated from current year's (Year 2) UPWP and applied to the next year's (Year 3) UPWP. This action is the responsibility of the MPO to communicate with ODOT the amount for this transaction if the MPO chooses.
 - April 30, all financial figures are "locked in" for the next year (Year 3) UPWP to be reviewed by DOJ.
- June
 - UPWP agreement for next fiscal year (Year 3) is signed by MPO and ODOT for the start of July 1.



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