NORTH Dakota | Transportation
Be Legendary.

October 14, 2026

Ms. Kristen Sperry
Environmental & Planning Specialist
Federal Highway Administration
4503 Coleman Street North, Suite 205
Bismarck, ND 58503

Dear Kristen:

SUBJECT: FARGO-MOORHEAD METROPOLITAN COUNCIL OF GOVERNMENTS PLANNING METROPOLITAN PLANNING ORGANIZATION 2027-2028 UNIFIED PLANNING WORK PROGRAM

The Policy Board of the Fargo-Moorhead Metropolitan Council of Governments (FM Metro COG) approved their 2027-2028 Unified Planning Work Program (UPWP) on September 17, 2026. This UPWP identifies programmed planning activities for the FM Metro COG area for the calendar year (CY) 2027 and illustrative projects for CY 2028.

The UPWP is attached for your review and final approval. The North Dakota Department of Transportation reviewed the UPWP for compliance and verified that all requirements are satisfied.

Thank you for your continuing efforts to improve transportation infrastructure in North Dakota. If you have questions, please feel free to give me a call at 701-328-4469 or Will Hutchings at 701-328-6421.

Regards,

Stacey Hanson

Stacey Hanson, P.E.
Assistant Local Government Division Engineer

KRISTEN SUE SPERRY
Digitally signed by KRISTEN SUE SPERRY
Date: 2026.10.29 15:52:18 -05'00'

38/wrh
Attachments

C: Ben Griffith – Fargo-Moorhead Metropolitan Council of Governments
Ranae Tunison – Federal Transit Administration, Region VIII
Scott Mareck – FHWA – Minnesota Division
Susan Weber - Federal Transit Administration, Region V
Dena Ryan – Minnesota Department of Transportation

METROCOG

FM REGIONAL TRANSPORTATION PLANNING ORGANIZATION

Unified Planning Work Program

2027 - 2028

DRAFT Approved June 18, 2026

Adopted September 17, 2026

Fargo-Moorhead Metropolitan Council of Governments

2027-2028

Unified Planning Work Program

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Draft Approved by Metro COG Policy Board
June 18, 2026 – Resolution Number 2026-R0XX
Adopted by the Metro COG Policy Board
September 17, 2026 – Resolution Number 2026-R030

Disclaimer

The preparation of this document was funded in part by the United States Department of Transportation with funding administered through the North Dakota Department of Transportation, the Federal Highway Administration, and the Federal Transit Administration. Additional funding was provided by the Minnesota Department of Transportation and through local contributions from the governments of Fargo, West Fargo, Horace, and Cass County in North Dakota, and Moorhead, Dilworth, and Clay County in Minnesota. The United States Government and the States of North Dakota and Minnesota assume no liability for the contents or use thereof.

This document does not constitute a standard, specification, or regulation. The United States Government, the States of North Dakota and Minnesota, and the Fargo-Moorhead Metropolitan Council of Governments do not endorse products or manufacturers. Trade or manufacturers' names may appear herein only because they are considered essential to the objective of this document.

The contents of this document reflect the views of the authors, who are responsible for the facts and the accuracy of the data presented herein. The contents do not necessarily reflect the policies of the state and federal Departments of Transportation.

Official Adoption Certification of Metro COG's 2027-2028 UPWP

OFFICIAL ADOPTION CERTIFICATION OF METRO COG'S 2027-2028 UPWP

The signature below constitutes the official adoption of the 2027-2028 Unified Planning Work Program (UPWP) by the Fargo-Moorhead Metropolitan Council of Governments (Metro COG), serving as the region's Metropolitan Planning Organization (MPO). The UPWP was adopted by Metro COG's Policy Board at their regularly scheduled monthly meeting on Thursday, September 17, 2026.



9/17/26

Rachel Dwyer, Policy Board Vice Chair — Date
Fargo-Moorhead Metropolitan Council of Governments

Please Note: Approved Meeting Minutes and Adopting Resolution from the September 17, 2026 Policy Board meeting are included in this document as **Appendix K**.

Table of Contents

1. Introduction 6

2. UPWP Framework 12

3. Funding Overview and Annual Budgets 20

4. UPWP Amendments and Administrative Modifications 22

5. De-obligation and Re-obligation of CPG Funds 27

6. 2027 and 2028 Projects 27

7. Strategic Plan 29

8. Statement of Nondiscrimination 30

9. Compliance with Additional Federal Requirements 31

10. Program Areas and Subtasks 33

- 100 - Policy and Administrative Forums 33
- 200 - Contracted Planning Services 37
- 300 - Federal Transportation Planning Documentation 52
- 400 - Technical Transportation Data and Analysis 62
- 500 - Transit Planning 69
- 600 - Bicycle and Pedestrian Planning 72
- 700 - Local Planning Assistance 76
- 800 - General Administration 79
- 900 - Publications, Public Information and Communication 83
- 1000 - Community Planning and Technical Assistance 85

Appendices 86

Appendix A – Policy Board, Executive Committee, Transportation Technical Committee and Metro COG Staff……..87

Appendix B – Transportation Technical Committee and Policy Board Meeting Schedules for 2027 and 2028……..89

Appendix C – Documentation of Local Match for 2027……..…91

Appendix D – Documentation of Local Match for 2028……..…93

Appendix E – Metro COG Cost Allocation Plan……...95

Appendix F – Resolution Endorsing the FY 2027-2030 TIP Program…….101

Appendix G – Resolution Confirming the MTP as Being Currently Valid…102

Appendix H – Transportation Planning Process Self-Certification Statement……103

Appendix I – Certification of Restrictions on Lobbying……..104

Appendix J – MATBUS FTA Section 5307 Projects……..105

Appendix K – Adopting Resolution and Approved Meeting Minutes from the September 17, 2026 Policy Board Meeting……107

Introduction

The Unified Planning Work Program (UPWP) documents the Fargo-Moorhead Metropolitan Council of Governments (Metro COG) planning-related activities and projects for the 2027-2028 calendar years. Metro COG serves as an association of local governments in the greater Fargo-Moorhead metropolitan area. Metro COG performs transportation and community planning work, especially to address problems and issues that are regional in scope and span jurisdictional boundaries.

Metro COG's original role of a regional planning agency continues to drive some of the agency's planning activities. In addition, Metro COG serves as the federally required Metropolitan Planning Organization (MPO) for the greater Fargo-Moorhead metropolitan area. The agency's role as the MPO necessitates the preparation and adoption of this UPWP. Metro COG serves a bi-state area with a planning region that covers the Cities of Fargo, West Fargo and Horace in Cass County, North Dakota, and the Cities of Moorhead and Dilworth in Clay County Minnesota. Also included are 14 townships in Cass County, North Dakota and 16 townships in Clay County, Minnesota.

North Dakota (ND) and Minnesota (MN) Townships in the Metro COG Region		
Alliance (MN)	Glyndon (MN)	Moorhead (MN)
Barnes (ND)	Harmony (ND)	Morken (MN)
Barnesville (MN)	Harwood (ND)	Normanna (ND)
Berlin (ND)	Hawley (MN)	Oakport (MN)
Casselton (ND)	Holy Cross (MN)	Pleasant (ND)
Durbin (ND)	Humboldt (MN)	Raymond (ND)
Eglon (MN)	Kragnes (MN)	Reed (ND)
Elkton (MN)	Kurtz (MN)	Riverton (MN)
Elmwood (MN)	Mapleton (ND)	Stanley (ND)
Everest (ND)	Moland (MN)	Warren (ND)

Source: Metro COG (2025)

Metro COG's transportation planning process provides a forum for deciding how to improve the regional transportation system and how to allocate federal transportation funds to pay for these improvements. The decision-making process is Continuing, Comprehensive and Cooperative (the "3-C" planning process). It requires extensive coordination and cooperation with our local, state and federal planning partners, as well as other stakeholders and the citizens of the region.

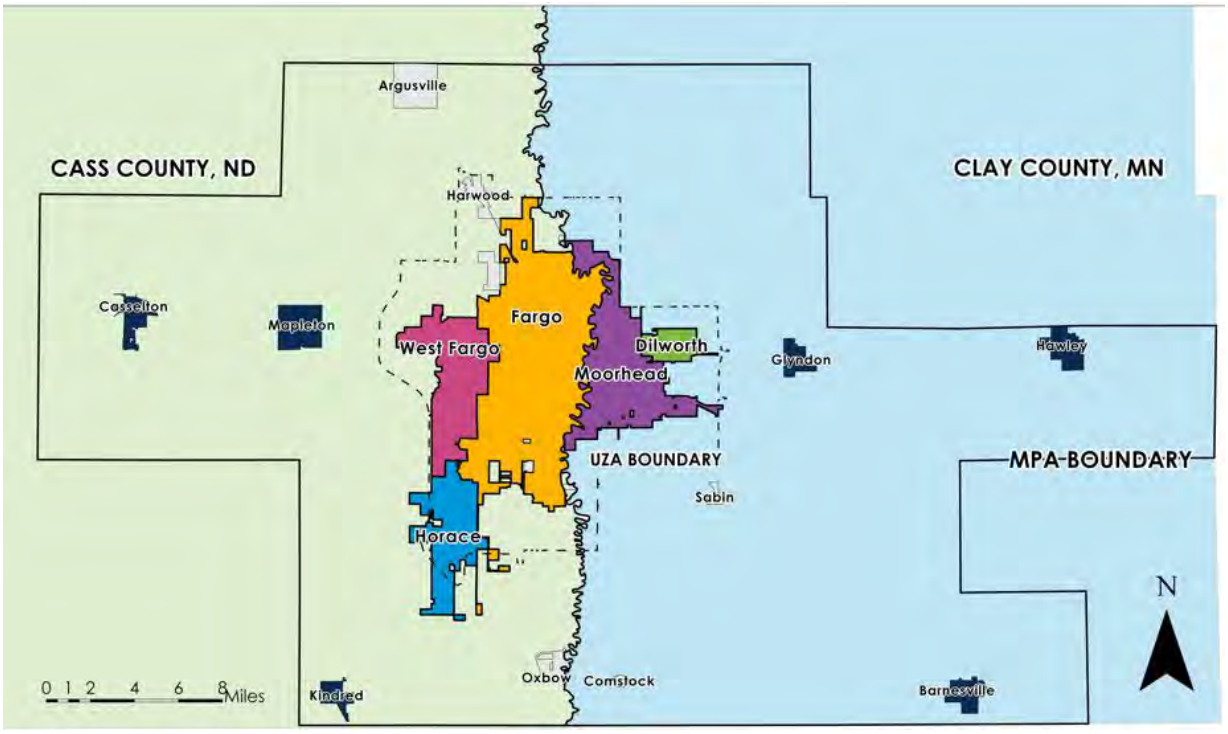
Metro COG is also responsible for following and implementing the requirements of Title VI of the Civil Rights Act of 1964, as amended, in its planning efforts and in the preparation of its documents.

Many federal transportation programs, policies and funding categories rely upon a clear and well-documented distinction between urban and rural areas. Urban and rural areas are explicitly defined by the Census Bureau according to specific population, density and related criteria. The boundary separating urban from rural is called the Urbanized Area Boundary (UZA). UZAs may be expanded to accommodate irregularities and boundaries that are separated from or inconsistent with transportation features. The UZA may not be reduced in size, only adjusted outward.

On June 5, 2023, the Fargo-Moorhead metropolitan area was officially designated as a Transportation Management Area (TMA) as a result of exceeding an urbanized area population of 200,000 in the 2020 U.S. Census. With this designation, the MPO and its local member jurisdictions became responsible for selecting projects for implementation using the direct suballocation of federal funds – specifically Surface Transportation Block Grant (STBG) funds, Transportation Alternatives (TA) program funds, and Carbon Reduction Program (CRP) funds. Prior to the official designation, Metro COG began working closely with the local jurisdictions to program projects in the Transportation Improvement Program (TIP) and monitor project progress to ensure that the urban area's direct suballocation will be used in the appropriate year of funding.

Figure 1 on the following page, outlines the Metro COG Planning Area Boundary and identifies the local jurisdictions within the Metropolitan Planning Area (MPA).

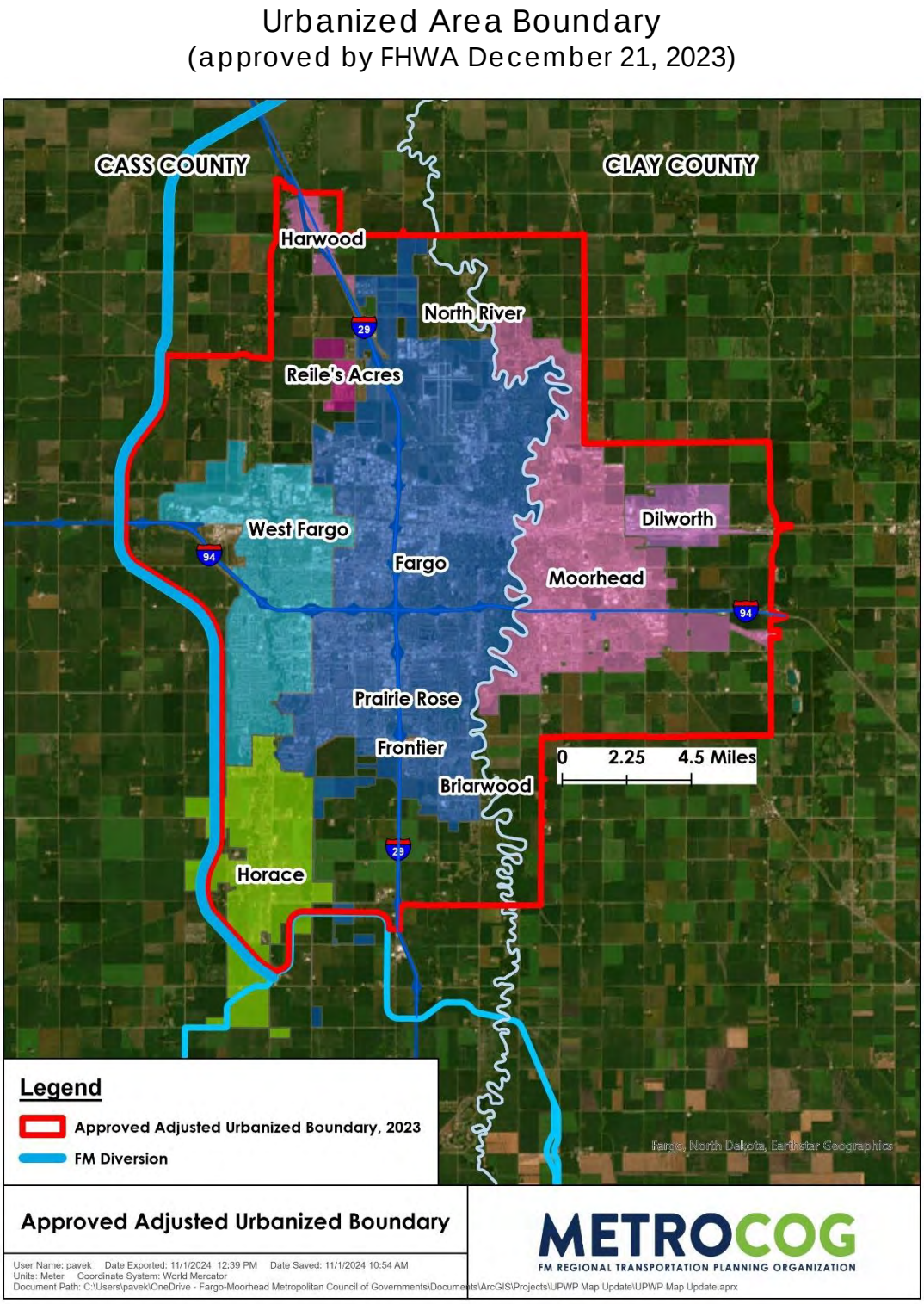
Figure 1 - Map of Fargo-Moorhead Metropolitan Planning Area



The map depicted in Figure 2 on the following page, shows the incorporated municipalities in Cass and Clay Counties that make up Metro COG's urbanized area (UZA) which was approved by FHWA on December 21, 2023.

[Rest of page intentionally left blank]

Figure 2 - Map of Fargo-Moorhead Urbanized Area



The governing body for Metro COG is a 24-member Policy Board consisting of seventeen voting members and seven associate members representing cities and counties within the Metropolitan Planning Area (MPA). Transit interests are represented by a voting member from the MATBUS governing board. The North Dakota and Minnesota Departments of Transportation each have one *ex-officio* member on the Policy Board as well.

The Metro COG Executive Committee is comprised of one representative from each of the seven voting member local jurisdictions. They provide direction and guidance to Metro COG staff on financial, operational and personnel matters. The Executive Committee may authorize the expenditure of funds, enter into contracts, authorize the Executive Director to enter into contracts, and to execute official instruments after being authorized by the Policy Board. All actions taken by the Executive Committee are subject to prior direction and subsequent ratification by the full Policy Board.

The Metro COG Transportation Technical Committee (TTC) reviews and makes recommendations related to transportation to the Policy Board. The TTC is a 22-member body with representatives from the planning and public works/engineering departments of local jurisdictions, transit agency, North Dakota and Minnesota Departments of Transportation, the MPO and members representing transportation-related interests in the Metro COG region (freight, bike/pedestrian, higher education and economic development).

Five additional committees provide input to TTC and Policy Board decisions based on their specific areas of expertise.

1. Metropolitan Bicycle & Pedestrian Committee – meets to discuss the issues and needs facing the walking and bicycling public.
2. GIS Committee – discusses GIS data needs, sharing, and standardization throughout the Metropolitan Planning Area.
3. Traffic Operations Working Group – meets to discuss and coordinate traffic operations in the region.
4. Freight Advisory Committee – meets to discuss Metro COG's plans and programs targeting freight in the region.
5. Prioritization Committee – a sub-committee of the TTC reviews and discusses the technical details of proposed projects and provides recommendations to the TTC.

Policy Board and TTC membership, along with Metro COG staff are listed in Appendix A. The dates for all Policy Board and Transportation Technical Committee meetings are published in the newspaper of record (The Forum of Fargo-Moorhead) in January of each year. Notice of all meetings and full agenda packets are posted on the Metro COG website in advance of the meetings, and interested persons receive an e-mail distribution when the agenda and meeting information is available prior to each meeting. Anyone may sign up as an interested person on Metro COG's website. Policy Board and TTC meeting dates are shown in Appendix B. Executive Committee meetings are held on an as-needed basis, usually on the first Monday of each month.

The Policy Board hires an Executive Director and professional staff to accomplish the tasks identified in this UPWP. In addition to the Executive Director, agency staff consists of six planning positions, one of whom is also a GIS Specialist, one Office Manager and one part-time intern. Occasionally, when workload and funding allow, additional interns are hired.

The Metro COG organizational structure is identified in Figures 3 and 4 below and on the following page.

Figure 3 - Metro COG Organizational Chart for Staff Supervision and General Reporting

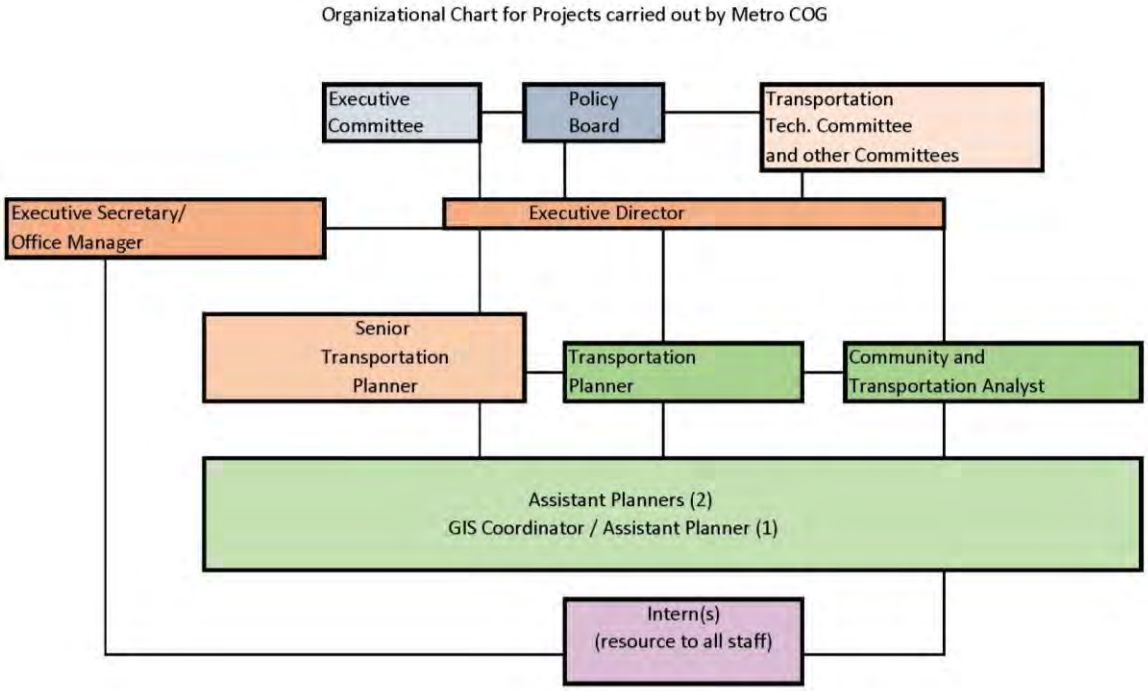
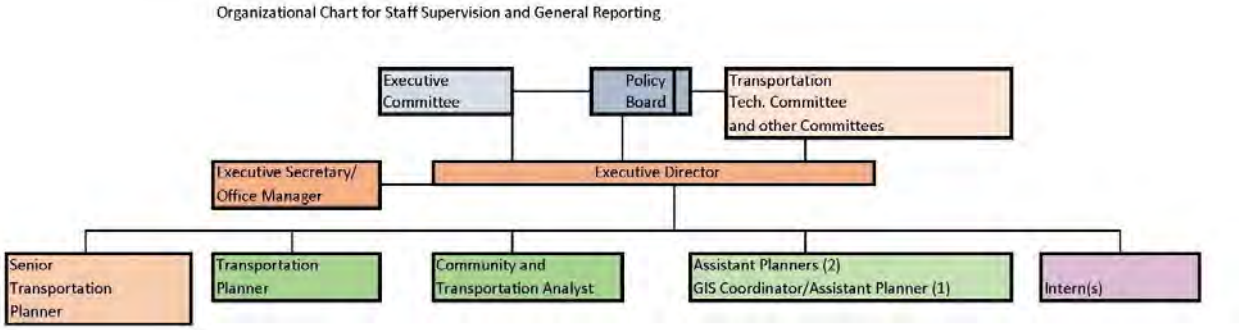


Figure 4 - Organizational Chart for Projects Carried out by Metro COG



UPWP Framework

The Metro COG UPWP is a unified program that identifies work elements needed to carry out the organization's function as both a COG and an MPO. To meet federal regulations of an MPO, the Metro COG UPWP is developed in accordance with the metropolitan planning provisions described in 23 CFR, part 450, 23 CFR, part 420, 2 CFR 200 and 49 CFR, part 613. It is created in cooperation with federal and state agencies that are financial sponsors, and it is intended as a management tool for participating agencies.

The 3-C (Continuing, Comprehensive & Cooperative) planning process Metro COG employs is intended to meet federal requirements and is included in this UPWP to meet the transportation needs of the residents and businesses of the region to the greatest extent possible with the resources available.

The transportation planning process in the Fargo-Moorhead metropolitan area considers all modes of surface transportation: road and highway, transit, pedestrian, bicycle, and rail. The provision of transportation planning and non-transportation planning services must also be consistent and compatible with the overall vision and goals for the region.

In addition to the UPWP, Metro COG's responsibilities include the development and maintenance of a Metropolitan Transportation Plan (MTP), a Transportation Improvement Program (TIP) and a proactive public participation effort guided by an approved Public Participation Plan (PPP). Metro COG must be, and is, compliant with civil rights legislation and maintains a Title VI Plan (reflecting requirements included in the Civil Rights Act of 1964, as amended) as reflected by the *Metropolitan Transportation Planning Self Certification (2024)*. More information on federal requirements is provided in Section 6 - Statement of Nondiscrimination.

Program Area Overview

The regional transportation planning activities and products contained in this UPWP are categorized by ten program areas with multiple sub-tasks assigned to each. Sub-tasks are specific work activities or projects within each program area. The 2027-2028 Program Areas are identified in Figure 5 on the following page.

Figure 5 - Metro COG UPWP Program Area Overview

Program Areas	
100	Policy and Administrative Forums
200	Contracted Planning
300	Federal Transportation Planning Documentation
400	Technical Transportation Data and Analysis
500	Transit Planning
600	Bicycle and Pedestrian Planning
700	Local Planning Assistance
800	General Administration
900	Publications, Public Information and Technical Assistance
1000	Community Planning and Technical Assistance

Metro COG Long Range Plans and Goals

The Program Areas and sub-tasks that are identified in the UPWP support and inform the goals and priorities of the 2050 Metro COG MTP – Transportation Moving Ahead. The most current MTP was approved on September 26, 2024. It established policies, goals and priorities to guide transportation investments in the Metro COG Region through the year 2050. These goals include:

1. Safety & System Security – Provide a transportation network that prioritizes safety for all modes and is adaptable to environmental and social change.
2. Travel Efficiency & Reliability – Provide a transportation network that prioritizes safety for all modes and is adaptable to environmental and social change.
3. Walking, Biking & Rolling – Empower people to walk, bike, and roll more often as a mode of transportation.
4. Transit Access & Reliability – Support people's access to reliable transit service.
5. Maintain Transportation Infrastructure – Sustain transportation infrastructure in a state of good repair.

6. Community Context and Impact Reduction – Strengthen equitable access to and support environmental considerations into transportation planning decisions.
7. Transportation Decisions – Make regional transportation decisions that tie local and regional priorities together, promote fiscal responsibility, and support the movement of goods and people.
8. Emerging Transportation Trends – Monitor transportation trends and new technologies shown to improve the way people travel and incorporate into regional transportation plans.
9. Connecting People and Places – Consider where people live and work, and people's relationships to the built environment in regional long-term transportation decisions.
10. Freight Network–Moving Goods – Accommodate freight movement to strengthen regional economic priorities and support efficient consumer mobility and delivery.

Figure 6 on the following page, shows the relationship between the goals of the 2050 Fargo- Moorhead MTP – Transportation Moving Ahead, and the program areas of the UPWP.

[Rest of page intentionally left blank]

Figure 6 - UPWP Program Areas and Goals of the MTP

Metro COG's UPWP Program Areas		Transportation Goals of Transportation Moving Ahead 2050									
		Safety & System Security	Travel Efficiency & Reliability	Walking, Biking & Rolling	Transit Access & Reliability	Maintain Transportation Infrastructure	Community Context and Impact Reduction	Transportation Decisions	Emerging Transportation Trends	Connecting People and Places	Freight Network – Moving Goods
100	Policy & Administrative Forums	S	S	S	S	S	S	S	S	S	S
200	Contracted Planning	P	P	P	P	P/S	P	S	S	P	S
300	Federal Transportation Planning Documentation	P	P	S	P	P/S	S	S	S	S	S
400	Technical Transportation Data & Analysis	P	P	S	S	P/S	S	S	S	S	S
500	Transit Planning	P	P	S	P	S	S	S	S	P	S
600	Bicycle & Pedestrian Planning	P	P	P	P	P/S	S	S	S	S	S
700	Local Planning Assistance	S	S	S	S	S	S	S	S	S	S
800	General Administration	A	A	A	A	A	A	A	A	A	A
900	Publications, Public Information & Communications	S	S	S	S	S	S	S	S	S	S
1000	Community Planning & Technical Assistance	S	S	S	S	S	S	S	S	S	S

P – Primary relationship between UPWP Program Area and MTP Goal – this program area is specifically aimed at these MTP goals and objectives.

S – Secondary relationship between UPWP Program Area and MTP Goal – these UPWP Program Areas are important opportunities for conveying information to local officials or the public, and at finding cross-over benefits for other modes of transportation or other metropolitan area goals.

A – Administrative – the administrative functions needed to operate the agency and achieve all the other areas of the UPWP.

Source: Metro 2050: Transportation Moving Ahead (2025)

Federal Planning Factors

Metro COG's metropolitan planning process shall be Continuing, Comprehensive, and Cooperative (3-C), and will provide for consideration and implementation of projects, strategies and services that will address the following ten factors identified in 23 CFR 450.306(b).

FHWA and FTA have encouraged MPOs to plan in a Continuing, Comprehensive and Cooperative manner, as well as to give prioritization to the Federal Planning Factors in their project selection, strategies and services per 23 CFR 450.306(b). The ten Federal Planning Factors are listed below:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity and efficiency;

2. Increase the safety of the transportation system for motorized and non-motorized users;
3. Increase the security of the transportation system for motorized and nonmotorized users;
4. Increase the accessibility and mobility of people and for freight;
5. Protect and enhance the environment, promote energy conservation, improve quality of life, and promote consistency between transportation improvements and state and local planned growth and economic development patterns;
6. Enhance the integration and connectivity of the transportation system, across and between modes for people and freight;
7. Promote efficient system management and operation;
8. Emphasize the preservation of the existing transportation system;
9. Improve resiliency and reliability of the transportation system and reduce or mitigate storm water impacts of surface transportation; and
10. Enhance travel and tourism.

Metro COG is committed to upholding these ten planning factors in the planning process. This includes involving federal, state and local participation, including public participation, into the development of planning studies through Title VI-compliant public participation plans, collection of ideas and direction from study steering committees, and providing sufficient time to review and comment before planning studies are adopted/accepted by the MPO Policy Board and their member jurisdictions.

Figure 7 on the following page, identifies the Program Areas of the UPWP that address each of the ten planning factors.

Figure 7 - Planning Factors Addressed in the Metro COG UPWP, as listed in 23 CFR 450.306(b)

Metro COG's UPWP Program Areas		Planning Factors									
		Economic Vitality	System Safety	System Security	Accessibility and Mobility	Protect Environment	Integration & Connectivity	Efficiency	System Preservation	Resiliency & Reliability	Travel & Tourism
100	Policy & Administrative Forums	S	S	S	S	S	S	S	S	S	S
200	Contracted Planning	P	P	P	P	P	P	P	P	P	P
300	Federal Transportation Planning Documentation	P	P	P	P	P	P	P	P	P	P
400	Technical Transportation Data & Analysis	P	P	P	P	P	P	P	P	P	P
500	Transit Planning	P	P	P	P	P	P	P	P	P	P
600	Bicycle & Pedestrian Planning	P	P	P	P	P	P	P	P	P	P
700	Local Planning Assistance	S	S	S	S	S	S	S	S	S	S
800	General Administration	A	A	A	A	A	A	A	A	A	A
900	Publications, Public Information & Communications	S	S	S	S	S	S	S	S	S	S
1000	Community Planning & Technical Assistance	S	S	S	S	S	S	S	S	S	S

P – Primary relationship between UPWP Program Area and Planning Factors – this program area is specifically aimed at these Factors

S – Secondary relationship between UPWP Program Area and MTP Goal – these UPWP Program Areas are important opportunities for conveying information to local officials or the public, collaborating with other agencies and levels of government, and integrating cross-over benefits for between the Factors and metropolitan area goals.

A – Administrative – the administrative functions needed to operate the agency and achieve all the other areas of the UPWP, including monitoring our activities relative to Federal legislation.

State and Local Planning Considerations

Each work activity summary includes a brief explanation regarding how the programmed work is related to State and Local Planning Considerations. With respect to Federal Land Management Agency Coordination, there are no Federal lands within Metro COG's urbanized area. The White Earth Nation Tribal Government in Minnesota has purchased land at the far eastern edge of Metro COG's UZA in Clay County, with the intention of developing a casino/resort. Metro COG will coordinate with the White Earth Nation in accordance with 23 CFR 450.316(c) to the fullest extent possible. Within Metro COG's MPA, there are US Fish and Wildlife Service properties and/or easements that need to be taken

into consideration if any planning projects are undertaken in the vicinity of those properties. The State and Local Planning Considerations are as follows:

- Complete Streets – Review current policies, rules, and procedures to determine their impact on safety for all road users. This effort should work to include provisions for safety in future transportation infrastructure, particularly those outside automobiles.

- Public Involvement – Increase meaningful public involvement in transportation planning by integrating Virtual Public Involvement (VPI) tools into the overall public involvement approach while ensuring continued public participation by individuals without access to computers and mobile devices.

- Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination – Coordinate with representatives from DOD in the transportation planning and project programming process on infrastructure and connectivity needs for STRAHNET routes and other public roads that connect to DOD facilities.

- Federal Land Management Agency (FLMA) Coordination – Coordinate with FLMAs in the transportation planning and project programming process on infrastructure and connectivity needs related to access routes and other public roads and transportation services that connect to Federal lands.

- Planning and Environmental Linkages (PEL) – Implement PEL as part of the transportation planning and environmental review process, in accordance with 23 CFR 450.212.

- Data in Transportation Planning – Encourage State DOTs, MPOs, and providers of public transportation to incorporate data sharing and consideration into the transportation planning process, because data assets have value across multiple programs.

On the following page, Figure 8 summarizes the UPWP's program areas and their relationship to State and Local Planning Considerations.

Figure 8 - UPWP Program Areas and the Goals of State and Local Planning Considerations

Metro COG's UPWP Program Areas		State and Local Planning Considerations					
		Complete Streets	Public Involvement	STRAHNET/DoD Coordinator	FLMA Coordination	Planning & Environment Linages (PEL)	Data in Transportation Planning
100	Policy & Administrative Forums	S	P	S	S	S	S
200	Contracted Planning	P	P	P	P	P	S
300	Federal Transportation Planning Documentation	P	P	P	P	P	S
400	Technical Transportation Data & Analysis	P	P	P	P	P	P
500	Transit Planning	P	P	P	P	P	P
600	Bicycle & Pedestrian Planning	P	P	S	S	S	P
700	Local Planning Assistance	P	P	S	S	S	S
800	General Administration	A	A	A	A	A	A
900	Publications, Public Information & Communications	S	S	S	S	S	S
1000	Community Planning & Technical Assistance	S	S	S	S	S	S

P – Primary relationship between UPWP Program Area and State and Local Planning Considerations – this program area is specifically aimed at these State and Local Planning Considerations

S – Secondary relationship between UPWP Program Area and MTP Goal – these UPWP Program Areas are important opportunities for conveying information to local officials or the public, collaborating with other agencies and levels of government, and integrating cross-over benefits for between the Planning Considerations and metropolitan area goals

A – Administrative – the administrative functions need to operate the agency and achieve all the other areas of the UPWP, including monitoring our activities relative to Federal legislation

Funding Overview and Annual Budgets

Federal Funding

The Federal Highway Administration and Federal Transit Administration provide federal funding (PL and FTA Section 5303 funds, respectively) to assist Metro COG in providing the services identified in the 2027-2028 UPWP. These funds are combined into an annual Consolidated Planning Grant (CPG). Per agreement between the North Dakota Department of Transportation (NDDOT) and the

Minnesota Department of Transportation (MnDOT), the NDDOT administers funds from both states through the CPG grant.

State and Local Funding

Metro COG collects annual dues from its member jurisdictions that have voting privileges on the Metro COG Policy Board. These include the cities of Dilworth and Moorhead in Minnesota, the cities of Fargo, West Fargo and Horace in North Dakota, Cass County in North Dakota and Clay County in Minnesota. These funds are used as local match for federal funds identified in the CPG grant and for purchases and activities that are not eligible for federal funds.

MnDOT also provides funds from the state general fund to supplement local contributions for local match and non-reimbursable activities and purchases. Projects identified under Planning Activity 1000 will be carried out internally by Metro COG staff and are funded either partially or fully by local jurisdictions, depending on the extent to which the work is eligible for Federal transportation planning funding.

Budget

The Metro COG Budget has two components: an operations budget and a contracted planning services budget. The contracted planning services budget includes the Consolidated Planning Grant (CPG) federal funds to accomplish planning studies in the region. Local funds for these projects are provided by a jurisdiction or multiple jurisdictions and are to be used only for these projects. The operating budget also consists of CPG funds, but the local share of funds are contributed by all voting member jurisdictions through an annual collection of jurisdiction dues. Although they do not pay annual dues, Associate Members may also participate in utilization of CPG funds for eligible projects and are responsible for providing their portion of the required local match.

Since local jurisdictions begin work on their budget in spring and summer, Metro COG also prepares a preliminary budget in the spring, which is reviewed by the Transportation Technical Committee (TTC) and approved by the Policy Board. This information is used by each local jurisdiction as they prepare their budgets for the following year.

Tables showing local jurisdiction dues for 2027 and 2028 are included as Appendixes C and D. A summary of the approved 2027-2028 budget is shown in Figure 9 on the following page. The Metro COG Budget assigns funding in

amounts to accomplish each of the Program Areas of the UPWP. Figure 10 identifies the major Program Areas for 2027 and 2028, as well as the portion of the annual budget assigned to each. Metro COG uses 2,080 hours to denote the number of hours for each full-time staff member for the calendar year.

Activities related to surface transportation are considered eligible for reimbursement through NDDOT with Consolidated Planning Grant (CPG) funds at an 80% federal funding, 20% local funding split.

All other non-eligible activities included within the UPWP are noted and are funded through a 100% local contribution. Metro COG's indirect cost allocation plan demonstrates how Metro COG ensures accuracy in billing to its various local, state, and federal funding sources. The Metro COG Cost Allocation Plan is included as Appendix E.

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UPWP Amendments and Administrative Modifications

It may be necessary to amend the UPWP from time to time throughout the life of the document to account for financial resources utilized to fund Metro COG activities. Amendments may occur in the following two (2) forms:

1. An Administrative Modification – is a modification that could be conducted by Metro COG staff without Policy Board approval. This would generally include changes such as adjusting individual project amounts (up or down) or moving funds within the respective Program Task Area (100, 200, 300, etc.) not to exceed ten percent (10%). This could also include modifications that are grammatical in nature or other minor changes which do not substantively alter the content of the UPWP. It will be Metro COG staff's intent to provide notification to the Metro COG Executive Committee and Policy Board, NDDOT, MNDOT, FHWA, and FTA of Administrative Modifications.

2. An Amendment – is a modification that must be approved by the Metro COG Policy Board, NDDOT, and FHWA-ND. This would generally include changes beyond the limitations described as an Administrative Modification. Additionally, it would include changes referenced in 2 CFR 200.308(f.) and (i.).

[Rest of page intentionally left blank]

Figure 9 - Metro COG Biannual Budget Summary 2027-2028 (Revenues)

Revenues	2027	2028
Federal		
ND-PL Funds	$777,395.75	
ND-FTA Funds	$303,307.95	
2024 ND-FTA 5304 Funds[1]	$61,986.79	
MN FHWA Funds	$199,828.20	
MN-FTA Funds	$67,760.00	
ND-PL Funds		$792,943.67
ND-FTA Funds		$309,374.11
MN FHWA Funds		$203,824.76
MN FTA Funds		$69,115.20
2025 ND CPG Redistribution Funds[1]	$164,470.63	
ND Safe and Accessible Transportion Options Set-Aside (FKA: Complete Streets)	$27,276.46	
MN Safe and Accessible Transportion Options Set-Aside (FKA: Complete Streets)	$5,123.80	
ND Safe and Accessible Transportion Options Set-Aside (FKA: Complete Streets)		$27,821.99
MN Safe and Accessible Transportion Options Set-Aside (FKA: Complete Streets)		$5,226.28
Total Federal Revenue	**$1,607,149.58**	**$1,408,306.00**
Local Match		
ND-PL Funds - Local Match	$194,348.94	
ND-FTA Funds - Local Match	$75,826.99	
2024 ND-FTA 5304 Funds - Local Match[1]	$15,496.70	
MN FHWA Funds - Local Match	$49,957.05	
MN-FTA Funds - Local Match	$16,940.00	
ND-PL Funds - Local Match		$198,235.92
ND-FTA Funds - Local Match		$77,343.53
MN-PL Funds - Local Match		$50,956.19
MN-FTA Funds - Local Match		$17,278.80
2025 ND CPG Redistribution Funds - Local Match[1]	$41,117.66	
ND Safe and Accessible Transportion Options Set-Aside (FKA: Complete Streets)-Match	$6,819.12	
MN Safe and Accessible Transportion Options Set-Aside (FKA: Complete Streets)-Match	$1,306.57	
ND Safe and Accessible Transportion Options Set-Aside (FKA: Complete Streets)-Match		$6,955.50
MN Safe and Accessible Transportion Options Set-Aside (FKA: Complete Streets)-Match		$1,306.57
Total Local Match	**$401,813.03**	**$352,076.51**
MnDOT State Planning Grant Funding[2]		
MnDOT State Planning Funds	$34,100.00	$34,100.00
Required 20% Local Match to MnDOT State Planning Grant Funds	$8,525.00	$8,525.00
Total Non-NDDOT Funding	**$42,625.00**	**$42,625.00**
Local Non-Federal Funding		
Non-Federal Operating Revenue (offset the Non-Eligible Expense)[3]	$3,800.00	$3,800.00
Total Local Non-Federal Funding	**$3,800.00**	**$3,800.00**
Total Revenues	**$2,055,387.61**	**$1,806,807.51**

[1] One-time Federal Funds
[2] MN Legislative State Planning Grant (SPG) Funds
[3] From Locally-Funded Costs 2027/2028 Budget table in Appendix E

Figure 9 - Metro COG Biannual Budget Summary 2027-2028 (Expenses)

Expenses	2027	2028
Salaries/Benefits (CPG)	$853,427.68	$909,604.32
Salaries/Benefits (Local)	$213,356.92	$227,401.08
Salaries/Benefits (State Planning Funds)	$34,100.00	$34,100.00
Salaries/Benefits (State Planning Funds-Local share)	$8,525.00	$8,525.00
Total Loaded Wage	**$1,109,409.60**	**$1,179,630.40**
Overhead (CPG)	$402,595.21	$240,868.41
Overhead (Local)	$100,648.80	$60,217.10
Total Overhead Costs	**$503,244.01**	**$301,085.52**
Overhead Funded Locally (Non-eligible)	**$3,800.00**	**$3,800.00**
Total Internal Budget	**$1,616,453.61**	**$1,484,515.92**
Total Expenses (Internal Budget + Contracted Planning)	**$2,055,361.99**	**$1,806,807.51**

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Figure 9 - Metro COG Biannual Budget Summary 2027-2028 (Contracted Planning)

Contracted Planning Federal and Local Match	2027	2028
Federal CPG		
NDSU ATAC Annual Participation (Year 3 of 3)	$8,000.00	
Moorhead Intersection Data Collection (Year 3 of 3)	$29,192.00	
2055 MTP Travel Demand Model (Year 1 of 1)	$109,934.70	
Regional Bicycle and Pedestrian Plan Update (Year 1 of 2)	$124,000.00	
2055 MTP Streets & Highways Modal Plan (Year 1 of 2)	$80,000.00	
NDSU ATAC Annual Participation (Year 1 of 3)		$8,000.00
Moorhead Intersection Data Collection (Year 1 of 3)		$18,526.40
Regional Bicycle and Pedestrian Plan Update (Year 2 of 2)		$36,000.00
2055 MTP Streets & Highways Modal Plan (Year 2 of 2)		$60,000.00
2055 Metropolitan Transportation Plan (Year 1 of 2)		$135,306.87
Federal CPG	**$351,126.70**	**$257,833.27**
Local Match for CPG		
NDSU ATAC Annual Participation (Year 3 of 3)	$2,000.00	
Moorhead Intersection Data Collection (Year 3 of 3)	$7,298.00	
2055 MTP Travel Demand Model (Year 1 of 1)	$27,483.68	
Regional Bicycle and Pedestrian Plan Update (Year 1 of 2)	$31,000.00	
2055 MTP Streets & Highways Modal Plan (Year 1 of 2)	$20,000.00	
NDSU ATAC Annual Participation (Year 1 of 3)		$2,000.00
Moorhead Intersection Data Collection (Year 1 of 3)		$4,631.60
Regional Bicycle and Pedestrian Plan Update (Year 2 of 2)		$9,000.00
2055 MTP Streets & Highways Modal Plan (Year 2 of 2)		$15,000.00
2055 Metropolitan Transportation Plan (Year 1 of 2)		$33,826.72
Local Match for CPG	**$87,781.68**	**$64,458.32**
	$0.00	$0.00
State Funding Participation	**$0.00**	**$0.00**
Total Contracted Planning (Federal, Local and State)	**$438,908.38**	**$322,291.59**

Figure 10 - Metro COG 2027-2028 UPWP Operating Budget by Program Area

Program Area	2027		2028	
	Budget	Staff Hours	Budget	Staff Hours
100 Policy and Administrative Forums	$113,097.86	1,632	$108,981.26	1,452
200 Contracted Planning	$90,018.90	1,548	$99,859.80	1,568
300 Federal Transportation Planning & Documentation	$233,315.43	3,464	$244,900.29	3,439
400 Technical Transportation Data & Analysis	$164,798.27	2,905	$184,328.86	3,053
500 Transit Planning	$43,647.30	773	$54,691.39	919
600 Bicycle & Pedestrian Planning	$54,718.40	1,016	$55,708.74	980
700 Local Planning Assistance	$63,310.96	1,014	$63,807.98	947
800 General Administration*	$332,465.92	5,058	$353,252.86	5,032
900 Publications Public Information and Communication	$14,036.56	270	$14,099.22	290
1000 Community Planning and Technical Assistance	$0.00	0	$0.00	0
Totals	$1,109,409.60	17,680	$1,179,630.40	17,680

*Includes estimates of staff leave time (holiday, vacation and sick leave)

Set-aside for Increasing Safe and Accessible Transportation Options

Safe and Accessible Transportation Options (SATO), formally known as "Complete Streets" are safe and feel safe for all users. FHWA and FTA encourage MPOs and other localities to conduct analyses and product plans to make short-term improvements and set long-term goals for the surface transportation network. These plans are inter-disciplinary and may explore the transportation, safety, land use, environmental, economic, housing, employment, health and other factors of a roadway's structure and the function it serves for a community. Under a Safe and Accessible Transportation Options design model, safety for all users will be incorporated into all these transportation planning and analysis processes.

The Infrastructure Investment and Jobs Act (IIJA) of 2021 requires a set aside of 2.5% of all PL (planning) funds for Safe and Accessible Transportation Options projects. The table in Figure 11 below shows the amounts Metro COG is estimated to receive in 2027 and 2028.

For the past few years, Metro COG has utilized the SATO funds to conduct updates to Safe Routes to School (SRTS) Plans for the Moorhead and West Fargo School Districts. For 2027 and 2028, Metro COG intends to utilize these funds to update its Regional Bicycle and Pedestrian Plan in preparation for the 2055 Metropolitan Transportation Plan (MTP). Metro COG's Regional Bicycle and Pedestrian Plan was last updated in October 2022.

Figure 11 – Estimated Set-Aside Amounts for Safe and Accessible Transportation Options

Estimated Metro COG Safe and Accessible Transportation Options (SATO) Set-Aside Amounts		
	2027	**2028**
ND Programmed Amount	$27,276.46	$27,821.99
20% Local Match*	$6,819.12	$6,955.50
MN Programmed Amount	$5,123.80	$5,226.28
20% Local Match*	$1,280.95	$1,306.57
Total Set-Aside Amounts	**$40,500.33**	**$41,310.34**

*No waiver of local match

De-obligation & Re-obligation of CPG Funds

FHWA-ND, in coordination with NDDOT, has crafted a one-year Consolidated Planning Grant (CPG) contract approach, wherein unspent funds from the previous year are de-obligated.

NDDOT has developed a process to re-obligate those funds to the MPOs to be programmed the following year by the MPOs for allowable activities. NDDOT instituted the first step of this process in 2023 by establishing a one-year CPG contract, and in 2025, the first re-obligated funds were distributed to the MPOs. If there are unused CPG funds remaining upon close-out of the 2026 year-end, they would be re-obligated in 2028.

2027 and 2028 Projects

Annually/biannually, Metro COG identifies needed projects within the region to study local transportation related issues. These projects are typically completed by a consultant team. Over the course of the past few years, Metro COG has expanded this program because of the needs of the fast-growing Fargo Moorhead Region.

Metro COG partners with its local jurisdictions and agencies such as the Minnesota and North Dakota Departments of Transportation, to advance transportation, and its related components, by developing, leading, and funding projects aimed at tackling regional issues. Figures 12 and 13 on the following pages, list those projects that Metro COG has developed, with the assistance of its regional partners, to complete in 2027 and 2028. The focus of planning projects for 2027 and 2028 is on the preparation of plans leading up to Metro COG's 2055 Metropolitan Transportation Plan (MTP). Should funding become available, a list of potential planning projects is located on page 50.

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Figure 12 - 2027 Contracted Planning Projects

2027 Contracted Projects					
Project No.	**Project**	**Jurisdiction**	**Total Cost**	**80% Federal Share**	**20% Local Share**
201	NDSU ATAC Annual Participation (Year 3 of 3)	All	$10,000.00	$8,000.00	$2,000.00
205	Moorhead Intersection Data Collection (Year 3 of 3)*	Moorhead	$36,490.00	$29,192.00	$7,298.00
235	2055 MTP Travel Demand Model (Year 1 of 1)	All	$137,418.38	$109,934.70	$27,483.68
236	Regional Bicycle and Pedestrian Plan Update (Year 1 of 2)	All	$155,000.00	$124,000.00	$31,000.00
238	2055 MTP Streets & Highways Modal Plan (Year 1 of 2)	All	$100,000.00	$80,000.00	$20,000.00
	Totals		**$438,908.38**	**$351,126.70**	**$87,781.68**
	*Increased $20,00 in Year 3 - to be incorporated into next 3-year ATAC contract				

Figure 13 - 2028 Contracted Planning Projects

2028 Contracted Projects					
Project No.	**Project**	**Jurisdiction**	**Total Cost**	**80% Federal Share**	**20% Local Share**
201	NDSU ATAC Annual Participation (Year 1 of 3)	All	$10,000.00	$8,000.00	$2,000.00
205	Moorhead Intersection Data Collection (Year 1 of 3)	Moorhead	$23,158.00	$18,526.40	$4,631.60
236	Regional Bicycle and Pedestrian Plan Update (Year 2 of 2)	All	$45,000.00	$36,000.00	$9,000.00
238	2055 MTP Streets & Highways Modal Plan (Year 2 of 2)	All	$75,000.00	$60,000.00	$15,000.00
239	2055 Metropolitan Transportation Plan (Year 1 of 2)	All	$169,133.59	$135,306.87	$33,826.72
	Totals		**$322,291.59**	**$257,833.27**	**$64,458.32**

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Strategic Plan

The Metro COG Metropolitan Transportation Plan (MTP) is updated every five years, but the initial work for the update begins soon after the last approved update. The 2050 MTP was approved on September 26, 2024. To ensure documents and other actions that inform the MTP are completed on a timeline that facilitates the use of this information, Metro COG provides a strategic plan identifying UPWP Program Areas and tasks that support or become part of the MTP update. The Metro COG Strategic Plan (Figure 14) establishes a general timeline for the development of the MTP by identifying those UPWP work activities, in chronological order, to prepare for, develop and inform the next update of the Metropolitan Transportation Plan.

Figure 14 - Metro COG Strategic Plan for Major Activities

	2025-2026 UPWP		2026-2027 UPWP		2027-2028 UPWP	
Major Program Activity	**2025**	**2026**	**2026**	**2027**	**2027**	**2028**
Metropolitan Transportation Plan (MTP)				✓	✓	✓
MTP Origin Destination/Travel Time			✓			
Transit Development Plan (TDP)	✓					
Metropolitan-Wide Traffic Counts		✓	✓			
Traffic & Bicycle Counts (Annually/As Needed)	✓	✓	✓	✓	✓	✓
Bicycle & Pedestrian Plan (last adopted 2022)				✓	✓	✓
Socioeconomic & Demographic Forecast		✓	✓			
Travel Demand Model Calibration			✓	✓	✓	
Intelligent Transportation Plan			✓	✓		
Regional Freight Plan (last adopted 2018)			✓	✓		
Congestion Management Process	✓	✓	✓	✓	✓	✓
Regional Railroad Safety Plan	✓					
Streets & Highways Modal Plan				✓	✓	✓
Regional Safety Plan	✓					
TIP Development/Management	✓	✓	✓	✓	✓	✓

Statement of Nondiscrimination

Metro COG hereby gives public notice that it is the policy of the agency to assure full compliance with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, Executive Order 13166 on Limited English Proficiency and related statutes and regulations in all programs and activities. In 2024, Metro COG adopted the Title VI and Non-Discrimination Plan. Title VI requires that no person in the United States of America shall, on the grounds of race, color or national origin, be excluded from the participation in, be denied the benefits of, or otherwise subjected to discrimination under any program or activity for which Metro COG receives federal financial assistance. Any person who believes that they have been aggrieved by an unlawful discriminatory practice under Title VI has a right to file a formal complaint with Metro COG. Any such complaint must be in writing and filed with the Metro COG Title VI Coordinator within one hundred and eighty (180) days following the date of the alleged discriminatory occurrence.

For more information, or to obtain a Title VI Discrimination Complaint Form, please contact:

Ben Griffith, Executive Director
Metro COG Title VI Coordinator
Case Plaza, Suite 232
One North 2nd Street
Fargo, North Dakota 58102-4807
griffith@fmmetrocog.org
701.532.5100

The 2023 Title VI and Non-Discrimination Plan and a downloadable version of the Discrimination Complaint Form can also be found on the Metro COG website at: https://www.fmmetrocog.org/titlevi.

Compliance with Additional Federal Requirements

General Federal Requirements

It is a requirement of 23 CFR 450.336 that the State and the Metropolitan Planning Organization (MPO) certify at least once every four years, concurrent with submittal of the Transportation Improvement Program (TIP) as part of State TIP approval, that its transportation planning process is being carried out in compliance with all applicable requirements. Metro COG updates its self-certification documentation on an annual basis, as part of the TIP.

In addition to the CFR requirements, Metro COG is also required to certify that its transportation planning process complies with additional Federal requirements, as follows:

- Private Enterprise Participation in Metro COG's Planning Process (49 USC 1607 and 1602[c])
- Drug Free Workplace Certification (49 CFR, Part 29, sub-part F)
- Restrictions on Influencing Certain Federal Activities (49 CFR, Part 20)
- Restrictions on Procurements from Debarred or Suspended Persons/Firms (49 CFR, Part 29, sub-parts A to E)

The Metro COG Policy Board also certifies that the 3-C (Continuing, Comprehensive, and Cooperative) planning process used in the Fargo-Moorhead Metropolitan area complies with the above federal requirements.

Every three years Metro COG reviews the federal regulations in relationship to Metro COG's planning program and generates a Metropolitan Transportation Planning Process Certification document to identify Policy Board requirements in meeting the intent of federal legislation. Annually, as part of the Transportation Improvement Program, the Policy Board Chair signs on behalf of the full Policy Board a self-certification statement expressing the Board's confidence that Metro COG's planning activities are in compliance with the federal requirements noted above. On June 5, 2023, Metro COG was designated as a Transportation Management Area (TMA). Metro COG's oversight agencies, led by FHWA-ND will conduct a 4-year TMA Certification Review no later than June 5, 2027, replacing the requirement for self-certification in the future.

Signed copies of these resolutions are included in the Appendices section of this UPWP beginning on page 89. They include a resolution endorsing the FY 2026-2029 TIP for the Fargo-Moorhead Metropolitan Area, a Resolution Confirming the

MTP as being Currently Held Valid, and a Transportation Planning Process Self Certification Statement.

Restrictions on Lobbying

Similar to the Self Certification Statement, Metro COG must attest to the fact that it abides by the federal legislation and sign a statement on restrictions on lobbying. Appendix I includes a signed statement on Restrictions on Lobbying.

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Program Areas and Subtasks

Metro COG breaks the Program Areas into individual sub-tasks to be complete in each of the calendar years covered by this UPWP. Each Program Area has identified an objective, a budget and sub-task. Each sub-task has an estimated period for completion and identifies the responsible agencies and participants.

100 – Policy and Administrative Forums

Objective:
To maintain and coordinate policy and administrative forums. Work includes, but is not limited to creating agendas and supporting material, conducting meetings, traveling to and from meetings and communications with committee members.

Relation to Planning Factors:
This task addresses all Federal planning factors and Federal highway program national goals through its high level of coordination with local, state, and federal leaders.

Relation to State and Local Planning Considerations:
Policy and administrative forums involve extensive work with elected officials and staff at all participating jurisdictions and with MnDOT, NDDOT, FHWA, and FTA, as well as with numerous stakeholders. While the outcome of these Forums is necessary for the achievement of all of State and Local Planning Considerations, the primary benefit is Public Involvement.

Assigned Staff Hours in UPWP:	2027	2028
	1,632	1,452

Previous Accomplishments:

- Monthly MPO Policy Board Meetings
- Scheduled Metro COG Executive Committee Meetings (usually monthly)
- Monthly TTC Meetings
- Bi-Annual North Dakota MPO Directors meetings

- Mid-Year Reviews by FHWA, FTA, NDDOT and MNDOT
- Quarterly MnDOT MPO Directors meetings
- Quarterly ATP-4 meetings
- Various Federal, State, and Local Committee Meetings

Figure 15 below provides a breakdown of staff hours and budget in Policy and Administrative Forums.

Figure 15 – Activity Budget and Funding Source Split for Program Area 100

Funding Source	Percent	2027 Amount	2028 Amount	Total Activity Budget 2027-2028
CPG	80%	$90,478	$87,185	$177,663
Local	20%	$22,620	$21,796	$44,416
Total	**100%**	**$113,098**	**$108,981**	**$222,079**

101 Metro COG Policy Board

Participant(s): Metro COG

The Policy Board meets monthly and is charged with adopting major plans, approving the agency's annual budget and work program, reviewing and approving monthly bills, providing oversight of Metro COG's activities, and carrying out activities identified in the Metro COG Articles of Association, as amended.

Activities:

- Developing, emailing and website posting of meeting agendas and agenda packets
- Preparing and reviewing meeting minutes
- Contacting Policy Board members
- Providing staff support and research
- Preparing staff reports and presentations
- General meeting facilitation

Products	Completion Date
2027 Monthly Policy Board meetings	Monthly
2028 Monthly Policy Board meetings	Monthly

102 Metro COG Executive Committee

Participant(s): Metro COG

The Metro COG Executive Committee meetings are scheduled monthly, but the Committee meets on an "as needed" basis. The Executive Committee recommends the agency's annual budget and work program to the Policy Board, as well as other recommendations as required in the day-to-day operations of the agency.

Activities:

- Developing, and emailing of meeting agendas and agenda packets
- Preparing and reviewing meeting minutes
- Contacting Executive Committee members
- Providing staff support and research
- Preparing staff reports and presentations
- General meeting facilitation

Products	Completion Date
2027 Monthly Executive Committee meetings	Monthly/As Needed
2028 Monthly Executive Committee meetings	Monthly/As Needed

103 Transportation Technical Committee (TTC)

Participant(s): Metro COG

Metro COG works with the Transportation Technical Committee (TTC) to carry out a program of continuing, comprehensive and coordinated transportation planning. Through this work with the TTC, Metro COG maintains correspondence and coordination with participating agencies and provides other technical support necessary to the transportation planning program. The TTC typically meets on a monthly basis to approve action items and discuss issues in the Metro COG region in order to forward recommendations to the Metro COG Policy Board for disposition.

Activities:

- Developing, emailing and website posting of meeting agendas and agenda packets
- Preparing and reviewing meeting minutes
- Contacting TTC members

- Providing staff support and research
- Preparing staff reports and presentations
- General meeting facilitation

Products	Completion Date
2027 Monthly TTC meetings	Monthly
2028 Monthly TTC meetings	Monthly

104 Federal, State, and Local Committee Meetings

Participant(s): Metro COG

The MPOs in North Dakota and Minnesota meet to discuss transportation issues related to MPOs and coordination with the respective State Departments of Transportation in carrying out MPO activities. Meetings are held two times per year (bi-annually) in North Dakota and four times (quarterly) in Minnesota. There are also various meetings on Federal, state, and local topics that Metro COG staff attend regularly. This includes meetings such as ATP-4, statewide plans, STIC, local coordination on specific areas, and other such meetings that are not specifically tied to a Metro COG study.

Activities:

- Agenda development
- Staff support and research
- Review of materials prior to meetings

Products	Completion Date
Attendance at Federal, State, and Local meetings	Annually & Ongoing

200 – Contracted Planning Services

Objective:
To conduct Metro COG's annual contracted planning projects for the purposes of analyzing local and regional issues as well as development of Metro COG's required transportation planning documentation. This element allows Metro COG the resources to develop contracted planning scopes of work, go through the consultant procurement process, and provide contract management and oversight for work that is contracted to a consultant. Staff actively participate in the plan's development by coordinating with local jurisdictions as well as guiding the consultant teams based upon Metro COG's goals as stated in the adopted Metropolitan Transportation Plan.

Relation to Planning Factors:
Different projects represent different planning factors, and the relationships will be discussed below with each project.

Relation to State and Local Planning Considerations:
Each of the projects included in this section of the UPWP emphasizes different elements of State and Local Planning Considerations. The primary area of emphasis will be highlighted with the description of each project.

Assigned Staff Hours in UPWP:	2027	2028
	1,548	1,568

Previous Accomplishments:

- Interstate Operations Analysis
- 25th Street Corridor Study
- Moorhead I-94/20th Street Interchange Study
- SS4A Comprehensive Safety Action Plan
- Transportation Moving Ahead – 2050 MTP
- Dilworth 15th Avenue Corridor Study
- 2026-2030 Transit Development Plan
- Clay County Heartland Trail Study
- West 94 Area Transportation Plan
- Metro Railroad Needs Study
- Dilworth 8th Avenue Extension Study

Figure 16 below provides a breakdown of staff budget in Contracted Planning Services.

Figure 16 – Activity Budget and Funding Source Split for Program Area 200

Funding Source	Percent	2027 Amount	2028 Amount	Total Activity Budget 2027-2028
CPG	80%	$72,015	$79,888	$151,903
Local	20%	$18,004	$19,972	$37,976
Total	**100%**	**$90,019**	**$99,860**	**$189,879**

2027 Planning Projects – Continued from 2026

2027-201 NDSU ATAC 2025-2027 Participation (Year 3 of 3)
(Technical Support)

Participant(s): Metro COG, ATAC
Total (3-year) Project Budget: $30,000
2027 Budget: $10,000 (CPG: $8,000/Local Match: $2,000)

Metro COG contracts with the Advanced Traffic Analysis Center (ATAC) at NDSU for technical assistance in transportation planning and MPO responsibilities, most notably staying abreast of technological advances in the field of traffic analysis and travel demand modeling, among other things. The master contract enables Metro COG to contract with ATAC for the purpose of updating and maintaining the Metro COG Travel Demand Model (TDM), furthering the signalized intersection data collection program, and maintaining/updating the Regional ITS Architecture.

Relation to Planning Factors:
Coordination with NDSU's ATAC is aimed at addressing all of the planning factors to some extent. The technical assistance provided by ATAC facilitates many of Metro COG's other work program activities.

Relation to State and Local Planning Considerations:
Data in Transportation Planning – much of the work carried out by ATAC through this contract allows the collection and dissemination of data that reduces the time and cost involved with gathering data specifically for certain studies.

Activities:

- Quarterly meetings with the MPOs and NDDOT to discuss MPO support activities and modeling best practices
- Periodic assistance with travel demand model, and coordination between ATAC and consultants using the model

Products	Completion Date
Ongoing technical support and contracting for Technical Analyses	Ongoing

2027-205 Moorhead Intersection Data Collection (Year 3 of 3)

Participant(s): Metro COG, ATAC, Moorhead
Total (3-year) Project Budget: $69,474*
2027 Budget: $36,490* (CPG: $29,192/Local Match: $7,298)
*2027 budget increased by $20,000 in Year 3 per ATAC contract addendum

Metro COG and the City of Moorhead will continue this project, which begins in 2025, through the three-year time frame of the contract. Metro COG and the City of Moorhead will team with ATAC to conduct an intersection traffic counting program that will, over time, provide counts of the City's signalized intersections every three years. Each year, the project will include approximately one-third (⅓) of intersections within the City of Moorhead.
For 2027, the ATAC contract will be amended for an estimated increase of $20,000 for increasing the number of intersections and related scope of work. This work will be divided up amongst the three years in the next 3-year ATAC contract and has been calculated for 2028.

Relationship to Planning Factors:
By having access to up-to-date turning movement count data, the City of Moorhead has the tools to improve mobility and optimize the efficiency of its signalized intersections and overall transportation system, making the roadway network more resilient and reliable.

Relation to State and Local Planning Considerations:
Data in Transportation Planning – data collected for this project will be useful in multiple studies and efforts.

Activities:

- Place counting equipment (Metro COG and City of Moorhead) at approximately one-third (⅓) of the intersections each year
- Provide video files to ATAC for processing
- ATAC will conduct QA/QC on data collected and processed
- ATAC will provide data to City of Moorhead for use in traffic monitoring, corridor studies, and signal timing
- Project management and oversight

Products	Completion Date
Intersection turning movement counts	4th QTR 2027

2027 Planning Projects – New

2027-235 2055 Metropolitan Transportation Plan (MTP) Travel Demand Model

Participant(s): Metro COG, Cass County, Clay County, Cities of Fargo, Moorhead, West Fargo, Horace, Dilworth and Consultant
2027 Budget: $137,418.38 (CPG: $109,934.70/Local Match: $27,483.68)

Relation to Planning Factors:
The update or creation of a new Travel Demand Model for Metro COG will form the basis for transportation-related decision making for years to come. Metro COG's Travel Demand Model will be used to forecast future travel patterns, and will be used to analyze how people travel, consider factors like trip generation, distribution, mode choice and route assignment, to predict future travel demand.

Relation to State and Local Planning Considerations:
Data in Transportation Planning – the Travel Demand Model forms the foundation for data collection, scenario planning traffic analysis and project evaluation of transportation infrastructure. If provides hard data for policy makers to make informed decisions regarding the expenditure of funds for planning and construction projects.

Activities:

- Project management

- Determination of methodology
- Review of Travel Demand Model outputs
- Calibration and testing of proposed outputs
- Report on the Travel Demand Model

Products	Completion Date
2055 MTP Travel Demand Model	4th QTR 2027

2027-236 Regional Bicycle and Pedestrian Plan Update (Year 1 of 2)

Participant(s): Metro COG, Cass County, Clay County, Cities of Fargo, Moorhead, West Fargo, Horace, Dilworth, Consultant
Total (2-year) Budget: $200,000 (2027 & 2028)
2027 Budget: $155,000 (CPG: $124,000/Local Match: $31,000)

Metro COG's most recent Bicycle and Pedestrian Plan was completed in 2022 and is scheduled for update in 2027-2028. For 2027, Metro COG intends to utilize its SATO/CS funds to update the Regional Bicycle and Pedestrian Plan. The Bicycle and Pedestrian Plan will become a component of the 2055 Metropolitan Transportation Plan (MTP).

Relation to Planning Factors:
The update of Metro COG's Bicycle and Pedestrian Plan will ensure that the region has a guide for the development and expansion of its bicycle-pedestrian infrastructure network. Building on a successful regional network requires close coordination between local jurisdictions to support non-vehicular travel which is safe, secure and provides viable transportation options for all users.

Relation to State and Local Planning Considerations:
Complete Streets – the maintenance and expansion of a strong regional bicycle-pedestrian transportation network is a key component of the Complete Streets (now called "Safe and Accessible Transportation Options") vision.
Public Involvement – engagement with the community is vitally important in development of a bicycle-pedestrian plan and involves all members of the community of all ability levels.
Planning and Environmental Linkages – environmental concerns are often at the forefront of bicycle-pedestrian planning, and in the FM region in particular due

to the community's strong desire to access the Red River corridor area, in accordance with 23 CFR 450.212.
Data in Transportation Planning – Metro COG's robust bike-ped counting program provides policy makers with detailed data in order to make sound, data-driven decisions regarding project selection and funding.

Activities:

- Inventory and documentation of existing bike-ped infrastructure
- Survey of existing conditions
- Identification of gaps in the existing bicycle-pedestrian network
- Development of potential routes and alternatives
- Project management and oversight
- Public and stakeholder engagement
- Presentations of proposed plan to local jurisdictions
- Approval process

Products	Completion Date
Regional Bicycle and Pedestrian Plan Update	3rd QTR 2028

2027-238 2055 MTP Streets & Highways Modal Plan (Year 1 of 2)

Participant(s): Metro COG, Cass County, Clay County, Cities of Fargo, Moorhead, West Fargo, Horace, Dilworth, Consultant
Total (2-year) Budget: $175,000 (2027 & 2028)
2027 Budget: $100,000 (CPG: $80,000/Local Match: $20,000)

The purpose of the 2055 MTP Streets and Highways Modal Plan is to determine future transportation needs for the roadway network in the Fargo Moorhead Region and identify infrastructure essential for accommodating future travel demand and addressing safety issues without regard to economic, local, or political considerations.

The goal would be to develop roadway projects within a 25-year planning horizon that address system preservation, roadway expansion, roadway extension, system efficiency, and other transportation improvement types. Potential projects may be graphically displayed, reviewed, categorized, clustered, and prioritized so that the plan can define the future roadway network. Projects will be analyzed to determine their specific impact to

roadway safety, congestion and mobility, cohesion with adjacent/planned land uses, and reviewed against other Metro COG plans.

The study will also develop planning level cost estimates for the design, construction, and construction management of the projects. However, unlike the MTP, the plan will not be fiscally constrained but rather develop a comprehensive list of transportation needs for the planning horizon.

Relation to Planning Factors:
The 2055 MTP Streets & Highways Modal Plan addresses many of the Planning Factors, including safety, accessibility and mobility, integration and connectivity, preservation and resiliency and reliability.

Relation to State and Local Planning Considerations:
Complete Streets – safety issues will be considered as part of the Modal Plan.
Public Involvement – input will be sought from local jurisdictions and members of the public to help determine needs.
Data in Transportation Planning – coordination with local jurisdictions, State DOTs and transit providers will be crucial to provide information for data-driven decision making by area elected leaders and Policy Board.

Activities:

- Coordinate with local jurisdictions and state agencies
- Review Metro COG small area plans and corridor study for improvements
- Conduct public engagement efforts to discover transportation needs
- Develop a graphical approach to displaying needs
- Develop a comprehensive list of transportation needs along with project descriptions
- Develop wholistic planning level cost estimates including land acquisition, design, construction, and construction management
- Analyze project impacts on safety, congestion, adjacent land uses, etc.

Products	Completion Date
2055 MTP Streets & Highways Modal Plan	3rd QTR 2028

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2028 Planning Projects – Continued from 2027

2028-236 Regional Bicycle and Pedestrian Plan Update (Year 2 of 2)

Participant(s): Metro COG, Cass County, Clay County, Cities of Fargo, Moorhead, West Fargo, Horace, Dilworth, Consultant
Total (2-year) Budget: $200,000
2028 Budget: $45,000 (CPG: $36,000/Local Match: $9,000)

Metro COG's most recent Bicycle and Pedestrian Plan was completed in 2022 and is scheduled for update in 2027-2028. For 2028, Metro COG intends to utilize its SATO/CS funds to complete the update of the Regional Bicycle and Pedestrian Plan. The Bicycle and Pedestrian Plan will become a component of the 2055 Metropolitan Transportation Plan (MTP).

Relation to Planning Factors:
The update of Metro COG's Bicycle and Pedestrian Plan will ensure that the region has a guide for the development and expansion of its bicycle-pedestrian infrastructure network. Building on a successful regional network requires close coordination between local jurisdictions to support non-vehicular travel which is safe, secure and provides viable transportation options for all users.

Relation to State and Local Planning Considerations:
Complete Streets – the maintenance and expansion of a strong regional bicycle-pedestrian transportation network is a key component of the Complete Streets (now called "Safe and Accessible Transportation Options") vision.
Public Involvement – engagement with the community is vitally important in development of a bicycle-pedestrian plan and involves all members of the community of all ability levels.
Planning and Environmental Linkages – environmental concerns are often at the forefront of bicycle-pedestrian planning, and in the FM region in particular due to the community's strong desire to access the Red River corridor area, in accordance with 23 CFR 450.212.
Data in Transportation Planning – Metro COG's robust bike-ped counting program provides policy makers with detailed data in order to make sound, data-driven decisions regarding project selection and funding.

Activities:

- Inventory and documentation of existing bike-ped infrastructure
- Survey of existing conditions
- Identification of gaps in the existing bicycle-pedestrian network
- Development of potential routes and alternatives
- Project management and oversight
- Public and stakeholder engagement
- Presentations of proposed plan to local jurisdictions
- Approval process

Products	Completion Date
Regional Bicycle and Pedestrian Plan Update	3rd QTR 2028

2028-238 2055 MTP Streets & Highways Modal Plan (Year 2 of 2)

Participant(s): Metro COG, Cass County, Clay County, Cities of Fargo, Moorhead, West Fargo, Horace, Dilworth, Consultant
Total (2-year) Budget: $175,000 (2027 & 2028)
2028 Budget: $75,000 (CPG: $60,000/Local Match: $15,000)

The purpose of the 2055 MTP Streets and Highways Modal Plan is to determine future transportation needs for the roadway network in the Fargo Moorhead Region and identify infrastructure essential for accommodating future travel demand and addressing safety issues without regard to economic, local, or political considerations.

The goal would be to develop roadway projects within a 25-year planning horizon that address system preservation, roadway expansion, roadway extension, system efficiency, and other transportation improvement types. Potential projects may be graphically displayed, reviewed, categorized, clustered, and prioritized so that the plan can define the future roadway network. Projects will be analyzed to determine their specific impact to roadway safety, congestion and mobility, cohesion with adjacent/planned land uses, and reviewed against other Metro COG plans.

The study will also develop planning level cost estimates for the design, construction, and construction management of the projects. However, unlike the MTP, the Modal Plan will not be fiscally constrained but rather develop a comprehensive list of transportation needs for the planning horizon.

Relation to Planning Factors:
The 2055 MTP Streets & Highways Modal Plan addresses many of the Planning Factors, including safety, accessibility and mobility, integration and connectivity, preservation and resiliency and reliability.

Relation to State and Local Planning Considerations:
Complete Streets – safety issues will be considered as part of the Modal Plan
Public Involvement – input will be sought from local jurisdictions and members of the public to help determine needs.
Data in Transportation Planning – coordination with local jurisdictions, State DOTs and transit providers will be crucial to provide information for data-driven decision making by area elected leaders and Policy Board.

Activities:

- Coordinate with local jurisdictions and state agencies
- Review Metro COG small area plans and corridor study for improvements
- Conduct public engagement efforts to discover transportation needs
- Develop a graphical approach to displaying needs
- Develop a comprehensive list of transportation needs along with project descriptions
- Develop wholistic planning level cost estimates including land acquisition, design, construction, and construction management
- Analyze project impacts on safety, congestion, adjacent land uses, etc.

Products	Completion Date
2055 MTP Streets & Highways Modal Plan	3rd QTR 2028

2028 Planning Projects – New

2028-201 NDSU ATAC 2028-2030 Participation (Year 1 of 3)
(Technical Support)

Participant(s): Metro COG, ATAC
Total (3-year) Project Budget: $30,000
2028 Budget: $10,000 (CPG: $8,000/Local Match: $2,000)

Metro COG contracts with the Advanced Traffic Analysis Center (ATAC) at NDSU for technical assistance in transportation planning and MPO responsibilities, most notably staying abreast of technological advances in the field of traffic analysis and travel demand modeling, among other things. The master contract enables Metro COG to contract with ATAC for the purpose of updating and maintaining the Metro COG Travel Demand Model (TDM), furthering the signalized intersection data collection program, and maintaining/updating the Regional ITS Architecture.

Relation to Planning Factors:
Coordination with NDSU's ATAC is aimed at addressing all of the planning factors to some extent. The technical assistance provided by ATAC facilitates many of Metro COG's other work program activities.

Relation to State and Local Planning Considerations:
Data in Transportation Planning – much of the work carried out by ATAC through this contract allows the collection and dissemination of data that reduces the time and cost involved with gathering data specifically for certain studies.

Activities:

- Quarterly meetings with the MPOs and NDDOT to discuss MPO support activities and modeling best practices
- Periodic assistance with travel demand model, and coordination between ATAC and consultants using the model

Products	Completion Date
Ongoing technical support and contracting for Technical Analyses	Ongoing

2028-205 Moorhead Intersection Data Collection (Year 3 of 3)

Participant(s): Metro COG, ATAC, Moorhead
Total (3-year) Project Budget: $69,474
2028 Budget: $23,158 (CPG: $18,526.40/Local Match: $4,631.60)

Metro COG and the City of Moorhead will continue this project, which begins in 2025, through the three-year time frame of the contract. Metro COG and the City of Moorhead will team with ATAC to conduct an intersection traffic counting program that will, over time, provide counts of the City's signalized

intersections every three years. Each year, the project will include approximately one-third (⅓) of intersections within the City of Moorhead.

Relationship to Planning Factors:
By having access to up-to-date turning movement count data, the City of Moorhead has the tools to improve mobility and optimize the efficiency of its signalized intersections and overall transportation system, making the roadway network more resilient and reliable.

Relationship to State and Local Planning Considerations:
Data in Transportation Planning – data collected for this project will be useful in multiple studies and efforts.

Activities:

- Place counting equipment (Metro COG and City of Moorhead) at approximately one-third (⅓) of the intersections each year
- Provide video files to ATAC for processing
- ATAC will conduct QA/QC on data collected and processed
- ATAC will provide data to City of Moorhead for use in traffic monitoring, corridor studies, and signal timing
- Project management and oversight

Products	Completion Date
Intersection turning movement counts	4th QTR 2028

2028-239 2055 Metropolitan Transportation Plan (MTP) (Year 1 of 2)

Participant(s): Metro COG, Cass County, Clay County, Cities of Fargo, Moorhead, West Fargo, Horace, Dilworth, Consultant
Total (2-year) Budget: $250,000
2028 Budget: $169,133.59 (CPG: $135,306.87/Local Match: $33,826.72)

Metro COG will take a new approach for the development and update of its 2055 Metropolitan Transportation Plan (MTP). By taking a "modal" approach to development of the MTP, Metro COG has been updating its other plans that will be referenced in the MTP, including its Freight Plan, Transit Development Plan, Bicycle and Pedestrian Plan, and a new Streets and Highways Modal Plan. Area-wide traffic counts, socioeconomic forecast and development of the Travel Demand Model will all be used to develop the 2055 Metropolitan Transportation

Plan (MTP). The 2055 MTP will build upon the 2050 MTP to expand the regional transportation network, and seek input from local jurisdictions, transit operators and users, as well as members of the general public to help prioritize transportation needs over the next 25-year horizon.

The 2055 MTP will update Metro COG's Congestion Management Process to ensure that the requirements of the region as a Transportation Management Area (TMA) are met or exceeded.

Relation to Planning Factors:
The 2055 MTP will draw upon all ten of the planning factors to develop a modal plan which will guide the long-term development of the regional transportation network. Safety, accessibility, mobility, integration and connectivity will be important factors to consider in the development of the 2055 MTP.

Relation to State and Local Planning Considerations:
The 2055 MTP will address most, if not all, of the State and Local Planning Considerations, with particular emphasis on public involvement. Metro COG intends to implement robust public engagement to ensure that all residents in the Fargo-Moorhead region have the opportunity to provide input on the development of the 2055 MTP.

Activities:

- Project management
- Data Collection
- Public and Stakeholder Engagement
- Development of Traffic Projections
- Traffic Analyses
- Update Goals and Objectives
- Update Congestion Management Process
- Identify future transportation revenues for maintenance and expansion
- Identify need for future improvements for system preservation and expansion
- Development of planning-level cost estimates
- Fiscal Constraint
- Draft and Final Plans
- Approval Process

Products	Completion Date
2055 Metropolitan Transportation Plan	3rd QTR 2029

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Other Potential Projects for 2027 and 2028 (should funding become available) include the following:

Large:

1. Comprehensive Service Planning Study for MATBUS
2. Corridor study of 9th Street from 13th to I-94 and Veterans south of the Interstate down to 32nd Avenue in West Fargo
3. Update the Northwest Transportation Plan
4. Study 9th Street NW and Center Street north of Main Avenue in West Fargo
5. Study of one-way pairs of 4th and 5th Streets between Main Avenue to 24th Avenue S in Moorhead
6. Study of 14th Street south of US-10 to 12th Avenue S (and eventually to I-94) in Dilworth
7. Clay County Traffic Counts
8. Corridor study of CSAH-26 in Clay County

Small:

1. 45th Street (southbound) from 19th Avenue S to the I-94 South Ramp in Fargo
2. Roundabout study at CR-20 and CR-17 in Cass County
3. Roundabout study at CR-20 and 45th Street in Cass County
4. Study for a turn on 9th Street by Blarney Stone in West Fargo
5. Warrant study at Veterans at 34th Street in West Fargo
6. Bridge Crossing Study – 76th Avenue S and 100th Avenue S
7. Roundabout Studies on US-75 S (8th Street S in Moorhead) at 46th Avenue S and 50th Avenue S
8. Study of pedestrian bridges over I-29 at 28th Avenue S and 47th Avenue S in Fargo

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300 – Federal Transportation Planning Documentation

Objective:
To develop, research, and implement Federal transportation planning directives and regulations.

Relation to Planning Factors:
All planning factors relate to the work carried out in this section of the UPWP.

Relation to State and Local Planning Considerations:
All Planning Considerations are addressed by this task, although the metropolitan planning area does not typically need to address federal land management agency coordination due to the limited amount of federal lands.

Assigned Staff Hours in UPWP	2027	2028
	3,464	3,439

Previous Accomplishments:

- 2023-2026 Transportation Improvement Program
- 2024-2027 Transportation Improvement Program
- 2025-2028 Transportation Improvement Program
- 2026-2029 Transportation Improvement Program
- Implementation of Public Participation Plan
- Preparation of an updated Public Participation Plan
- Title VI Audits in 2021 and 2025
- Updated Title VI and Non-Discrimination Plans
- Quarterly and Annual Reports
- Preparation of Monthly Reimbursement Packets
- Ongoing Congestion Management Process activities
- 2023-2024 UPWP and amendments
- 2025-2026 UPWP and amendments
- 2026-2027 UPWP and amendments
- Ensuring compliance with Federal and state rules and regulation
- Working with NDDOT, MnDOT, FHWA, and FTA on the transition to a Transportation Management Area

Figure 17 on the following page provides a breakdown of staff hours and budget in Federal Transportation Planning Documentation.

Figure 17 – Activity and Funding Source Split for Program Area 300

Funding Source	Percent	2027 Amount	2028 Amount	Total Activity Budget 2027-2028
CPG	80%	$186,652	$195,920	$382,572
Local	20%	$46,663	$48,980	$95,643
Total	**100%**	**$233,315**	**$244,900**	**$478,215**

301 Transportation Improvement Program (TIP)

Participant(s): Metro COG

This effort involves maintaining and developing the Metro COG Transportation Improvement Program (TIP) to provide a program of Federal-aid transportation projects. Amendments are processed and approved as needed, and follow-up coordination and communication with NDDOT and MnDOT are carried out. The TIP includes at least four, fiscally constrained years of programming and a prioritized listing of projects with a financial plan that will lead to project implementation. Metro COG coordinates with North Dakota and Minnesota Departments of Transportation to ensure that our TIP informs both the North Dakota and Minnesota Statewide TIPs.

Activities:

- Development of the 2028 (2028-2031) and 2029 (2029-2032) TIPs
- Process TIP Amendments and Modifications, as required
- Coordination meetings with State and Federal oversight agencies
- Develop Annual List of Obligated Projects (ALOP) for 2027 and 2028
- Coordinate with local jurisdictions
- Annual solicitation of project applications for direct suballocations of Surface Transportation Block Grants (STBG), Transportation Alternatives (TA), and Carbon Reduction Program (CRP) funds.
- Review of applications and coordination necessary to prioritize projects for funding and inclusion in the TIP
- Review and processing of other applications for which solicitation and project selections are not made by Metro COG, such as applications outside the UZA, any HSIP applications, and NHS Regional projects

Products	Completion Date
2028-2031 Transportation Improvement Program (TIP)	3rd QTR
2029-2032 Transportation Improvement Program (TIP)	3rd QTR
Transportation Improvement Program Amendments and Modifications	As required
Annual List of Obligated Projects (ALOP)	With Each TIP
Annual Solicitations and Project Prioritization	Annually

302 Unified Planning Work Program (UPWP) and Budget Maintenance and Reporting

Participant(s): Metro COG

In 2027 Metro COG will amend the UPWP and budget as required and in 2028 to reflect changes in the two-year UPWP and budget. An annual Indirect Rate will be developed in conjunction with staff accountant and NDDOT Audit Services. Maintenance of CPG agreements with MnDOT and NDDOT will be carried out. Metro COG will provide Quarterly and Annual Reports to NDDOT and MnDOT after review and approval by the Policy Board. Monthly reports will also be prepared for the Policy Board.

Activities:

- Maintenance and update of the two-year UPWP
- Develop, process and approve UPWP Amendments and Modifications
- Coordination with NDDOT, MnDOT, FHWA and FTA on UPWP issues
- Monthly and Quarterly Reports to the Metro COG Policy Board
- Quarterly and Annual Reports to NDDOT and MnDOT
- Development and distribution of Quarterly and Annual Reports
- Development and release of RFPs for upcoming projects
- Consultant selection for upcoming projects

Products	Completion Date
2027-2028 Updated UPWP, Amendments and Modifications	Ongoing/As Needed
2027-2028 Monthly Report to Policy Board	Monthly
2028-2029 Quarterly Reports to Policy Board, NDDOT and MnDOT	Quarterly
2028-2029 Annual Reports to Policy Board, NDDOT and MnDOT	1st Quarter of each Year
Monthly Reimbursement Packets	Monthly
RFPs and Contracts for professional services	As Needed

303 Public Participation

Participant(s): Metro COG

Public participation activities include coordination and facilitation of required program elements. Additionally, this category allows Metro COG to participate in informational and educational events. These events or speaking opportunities are generally related to informing the public about the overarching mission of the Metropolitan Planning Organization (MPO). In other cases, these events may include specific opportunities for Metro COG staff to become better informed about local projects and activities that relate to transportation. This activity also includes the update and maintenance of the Metro COG Public Involvement Database and Reporting System.

The Public Participation Plan (PPP) outlines the many ways in which Metro COG engages the public, stakeholders, the media and the traditionally underserved populations in our transportation and community planning activities.

Products	Completion Date
Implementing the Public Participation Plan	Ongoing
Review and Updates to Public Participation Plan	As Needed

304 Congestion Management Process

Participant(s): Metro COG

This effort consists of consideration of the Congestion Management Process (CMP) in Metro COG transportation planning efforts to improve the performance of the existing multimodal transportation systems, maximize safety and mobility of people and goods in the region, and identify specific measures to relieve recurring and non-recurring vehicle congestion. Data will be collected

and used as needed. Metro COG will work with local jurisdictions, MnDOT and NDDOT to implement recommendations aimed at identifying and resolving metro area causes of recurring and non-recurring congestion. Projects in the TIP will be reviewed annually to identify opportunities to implement CMP recommendations.

Data may be purchased to review and assess congestion and incorporate it into the CMP.

As a Transportation Management Area (TMA), Metro COG will need to review and update the CMP periodically to ensure that the process is sufficient. The most recent update of the CMP was updated alongside the 2050 MTP.

Activities:

- Implementation of CMP recommendations
- Updating of Metro COG documents
- Annual analysis of CMP in the TIP
- Analysis of CMP in MTP and Performance Measures
- Updating and improving upon CMP as needed

Products	Completion Date
Implementation of CMP Recommendations	Ongoing
Annual report of CMP Implementation	Annually

305 Federal and State Rules and Regulations Compliance and Maintenance

Participant(s): Metro COG

This task includes updating and maintaining Metro COG documents, reports and procedures to be compliant with changes in federal legislation, FHWA/FTA policy, North Dakota Century Code, Minnesota Statutes and legislation, NDDOT and MnDOT and oversight agency policy. At times, Metro COG may need to develop policy statements in response to critical federal and state transportation regulations, programs, policies, or plans. Metro COG will participate in events and review documents prepared by these entities to ensure that programs adopted by Metro COG are adequately reflected and addressed.

Activities:

- Participate in FTA Triennial Reviews of MATBUS

- Federal Certification Review
- Implement Certification Review Action Plan for Metro COG's programs
- Update and maintenance of 3C Agreement
- Review and update of bi-state MOU

Products	Completion Date
Updated Documents	Ongoing
Certification Review	As required

306 Civil Rights/Title VI/LEP

Participant(s): Metro COG

Metro COG ensures compliance with Metro COG's Title VI/LEP Policy, by carrying out the programs which include maintaining the required documents and reports. Implementation of the Plans will be applied across all Metro COG programs. If applicable, Metro COG will monitor sub-recipient's compliance of Title VI/LEP requirements. Civil rights activities will be communicated to FHWA and FTA via NDDOT. Metro COG will develop, publish and distribute an Annual Report of Title VI/LEP Activities.

Executive Order 14224, issued on March 1, 2025, designated English as the official language of the United States and revoked Executive Order 13166, which had established federal guidance regarding access to services for persons with limited English proficiency (LEP). The new Executive Order does not require agencies or recipients of federal assistance to discontinue services or materials in languages other than English. Metro COG will continue to evaluate requests for language assistance and provide reasonable language access consistent with applicable federal requirements and available resources.

Activities:

- Development of annual reports related to Title VI/LEP
- Maintaining database of related data
- Update Metro COG Title VI/LEP Plan every three years

Products	Completion Date
2026 Annual Report on Title VI/LEP Activities	1st QTR 2027
2027 Annual Report on Title VI/LEP Activities	1st QTR 2028

307 Metropolitan Transportation Plan (MTP) Implementation and Maintenance

Participant(s): Metro COG

In 2027 and 2028 Metro COG will seek to further the implementation of the adopted MTP entitled Transportation Moving Ahead, the 2050 MTP. Implementation will be accomplished through the development and completion of smaller work tasks relevant to the surface transportation program for the FM Metropolitan area. Metro COG will annually review the MTP in coordination with the TIP development process to ensure consistency between the MTP and projects seeking federal aid and respond to early opportunities for input on environmental documents being prepared for projects moving toward final design and implementation to ensure consistency with adopted plans and with the TIP. Metro COG periodically reviews and assesses key elements of the MTP to ensure the document is still valid and consistent with local, state, and federal objectives and initiatives.

Activities:

- Amend the 2050 MTP as required
- Annual review of the TIP projects against the goals and objectives of the 2050 MTP
- Respond to Solicitation of Views letters received for projects in the metropolitan planning area

Products	Completion Date
Implementation of the goals of the 2050 MTP	Ongoing

308 US Census Coordination and Technical Assistance

Participant(s): Metro COG

Metro COG annually allocates resources to update GIS databases respective to US Census data and American Community Survey (ACS) data. Certain census and ACS information is critical to aspects of the overall transportation planning program; inclusive of tract, block group, and block level demographic and socioeconomic data that supports the travel demand model calibration process, amongst other program activities. Further, census data and associated demographic data establishes a starting point for development of the federal-aid urban area boundary and acts as baseline data for subsequent socioeconomic and demographic forecasts for the FM Metropolitan area. In

2019 and 2020, Metro COG assisted with 2020 Census related activities. As the various data sets slowly became available following the 2020 Census, Metro COG reviewed and analyzed the data carefully. In 2023, the urbanized area boundary was updated and adopted. Metro COG will continue to provide data analysis aimed at improving our ability to carry out transportation planning and forecasting over the next 10 years.

Activities:

- Provide GIS assistance
- Review data as it becomes available
- Update the UZA as needed
- Provide other technical assistance relative to census tracts and changes that have occurred in the metropolitan planning area over the past 10 years.

Products	Completion Date
Technical Assistance and review related to the 2020 US Census and American Community Survey	Ongoing

309 TMA Transition

Participant(s): Metro COG / NDDOT

Metro COG began to prepare for transitioning to a Transportation Management Area (TMA) in the years following the 2010 Census. With the eventual release of the 2020 Census data, it was determined that Metro COG's urbanized planning area had exceeded the population threshold of 200,000 to become a TMA. On June 5, 2023, Metro COG was officially designated as a TMA. Time spent in this program area will ensure that Metro COG is working towards and ready to meet the requirements of a TMA Certification Review in 2027. In 2022, the Policy Board Bylaws were updated to ensure TMA requirements would be met. It has also involved a large amount of coordination and communication with local jurisdictions and NDDOT to establish an understanding of Metro COG's and their responsibilities regarding the programming and use of sub-allocated funds.

Activities:

- Increase familiarity with regulations related to TMAs
- Document any further changes or efforts needed as a TMA form of an MPO
- Train staff and acquire resources needed to carry out requirements
- Report to TTC, Executive Committee and Policy Board

Products	Completion Date
Preparation for TMA Certification	Ongoing

310 TIP Project Monitoring

Participant(s): Metro COG/NDDOT/MnDOT

With Metro COG's official designation as a Transportation Management Area (TMA) and the direct sub-allocation of State Transportation Block Grant (STBG), Transportation Alternatives (TA) and Carbon Reduction Program (CRP) funds, it is extremely important that Metro COG keeps continually apprised of the status of projects as they move through the project development process. This task involves on-going meetings with local engineering staff members to monitor the stages of project development to ensure they are on track to be completed in the funding year identified in the TIP. This task will involve working with local governments to ensure eligibility for federal funding as the project evolves, cost estimates are up-to-date, and milestones associated with project development are being met. If a project falls behind schedule or if costs are higher than anticipated, making project completion infeasible in the scheduled timeframe, this task will also coordinate with task 301 – TIP Development to make the necessary adjustments in project programming to ensure that the metro area's direct sub-allocations are spent on time.

This task will inherently involve monitoring the extent to which the projects meet the goals, objectives, and intent of the MTP and any relevant corridor studies or sub-area plans that have been completed. Metro COG now has a dedicated staff member responsible for working with the local jurisdictions to monitor project development, attending regular meetings with them all.

Activities:

- Monthly meetings with local jurisdictions to monitor project development status
- Participation in project development team meetings
- Identification and monitoring of back-up projects that can be moved into the TIP in the event that another project becomes infeasible for construction during the designated fiscal year
- Report to TTC, Executive Committee and Policy Board

Products	Completion Date
Monitoring of project status for projects funded by TMA sub-allocation	Ongoing

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400 - Technical Transportation Data & Analysis

Objective:
To conduct technical analysis of Metro COG's core responsibilities; implement and maintain the regional Metropolitan Transportation Plan; develop and update the Travel Demand Model; develop local and corridor-level planning studies; conduct Metro COG's traffic counting program; develop data reporting tools; integrate performance measurement; and support the activities recommended by the MTP.

Relation to Planning Factors:
All planning factors come into consideration when carrying out the work involved in this portion of the UPWP.

Relation to State and Local Planning Considerations:
All Planning Considerations are relevant to and addressed by this work.

Assigned Staff Hours in UPWP:	2027	2028
	2,905	3,053

Previous Accomplishments:

- 2021 Traffic Counting Program
- 2023, 2024 and 2025 Metropolitan Profile
- Functional Classification Updates
- Performance Measures
- Maintenance of the TDM

Figure 18 below provides a breakdown of staff hours and budget in Technical Transportation Data and Analysis.

Figure 18 – Activity Budget and Funding Source Split for Program Area 400

Funding Source	**Percent**	**2027 Amount**	**2028 Amount**	**Total Activity Budget 2027-2028**
CPG	80%	$131,839	$147,463	$279,302
Local	20%	$32,960	$36,866	$69,826
Total	**100%**	**$164,799**	**$184,329**	**$349,128**

401 Performance Measures

Participant(s): Metro COG

Metro COG initially adopted performance targets for PM1 (safety), PM 2 (pavement and bridge condition) and PM3 (travel reliability) as required in 2018. Since then, Metro COG has successfully reviewed and reported on the PMs annually. Metro COG will continue to coordinate with state and federal agencies to review performance and update targets as needed. Performance measurement and target information will be included in the Metropolitan Transportation Plan, Transportation Improvement Program and regional transportation planning activities.

As the primary transit provider within the metro area, MATBUS completes the Transit Asset Management Plan (TAM Plan) and the Public Transportation Agency Safety Plan (PTASP) and completes the necessary coordination with Metro COG.

It was expected that greenhouse gas (GHG) emissions would be added to the list of Federal Performance Measures beginning in 2024 or 2025. However, a lawsuit was filed in Federal court in 2024 (the State of North Dakota was among the plaintiffs), against the US Environmental Protection Agency. The Court found in favor of the plaintiffs and currently there are no Federal requirements regarding GHG emissions.

Activities:

- Coordination efforts with NDDOT and MNDOT to develop additional performance measure targets and metrics consistent with federal legislation and guidance.
- Integrate performance measures and metrics into the Metro COG planning process
- Purchase or develop data to support performance measurement analysis and implementation
- Develop and adapt performance measures as required

Products	Completion Date
Performance Measure Reporting and Monitoring	Ongoing

402 Federal Functional Classification Update

Participant(s): Metro COG

Metro COG will update, as necessary, the Federal Functional Classification (FFC) maps and database for Clay County in Minnesota and Cass County in North Dakota. Following the December 2023 approval of the Urbanized Area Boundary (UZA), Metro COG began an extensive update of the FFC system in the North Dakota portion of the UZA which was approved by NDDOT in November 2024. In late 2024, Metro COG began a similar effort for the Minnesota portion of the newly updated UZA, that would conclude in mid- to late 2025. Other FFC updates would be conducted at the request of local jurisdictions or the State DOTs.

Activities:

- Processing of FFC change requests
- Generating draft FFC maps and database
- Tracking and recording FCC changes
- Submittal to the relevant DOT and FHWA for review, concurrence and approval
- Updating and producing FFC maps and related database

Products	Completion Date
Updated Minnesota and North Dakota FFC Maps	As Requested
Continuous monitoring of FFC changes as they occur	Ongoing

403 Travel Demand Model (TDM) Maintenance and Operation

Participant(s): Metro COG/ATAC

Metro COG currently retains an ongoing, three-year, Master Agreement with the Advanced Traffic Analysis Center (ATAC) for the development and management of the travel demand model for the FM Metropolitan area. This element is to maintain and refine the regional travel demand model to provide forecasts for studies and planning activities. Updates are made in accordance of needs based on new planning studies, peer review or subsequent federal guidance.

Activities:

- TDM updates as required
- Master Agreement with the Advanced Traffic Analysis Center (ATAC)

Products	Completion Date
Updated Travel Demand Model, as needed	Ongoing

404 Freight and Goods Movement

Participant(s): Metro COG
Incorporate the movement of freight and goods into the regional planning process. Support private sector participation in the transportation planning process by working with local Chambers of Commerce and Economic Development Corporations, freight interests and representatives from other private transportation industries in reviewing transportation plans and programs. Use the Freight Analysis Framework (FAF) and other publicly available data.

North Dakota completed its most recent freight and rail plan in 2023, and Minnesota completed their rail plan in 2024. Metro COG participated in both committees and helped identify freight stakeholders for the study review committees. As a result, Metro COG did not hold its own freight committee meetings, instead, focused on seeking freight input as part of the Interstate Operations Analysis, the 2050 MTP and the statewide DOT plans. Metro COG's FM Regional Freight Plan was completed in 2017 and updated in 2026. The Freight Committee will reconvene when the Regional Freight Plan has been updated.

Activities:

- If needed, purchase data to conduct planning studies, analysis and modeling of freight and goods movement in the region.
- Integration of Regional Freight Plan into Metro COG's 2055 MTP.
- Biannual meetings of the Regional Freight Committee.

Products	Completion Date
2027 Biannual Regional Freight Committee (RFC) Meetings	Biannually
2028 Biannual Regional Freight Committee (RFC) Meetings	Biannually
Implementation of Freight Plan Recommendations	Ongoing

405 FM Metropolitan Profile

Participant(s): Metro COG
Annual update of the FM Metropolitan Profile with data collected as part of element 700. The Metropolitan Profile will also serve as a reporting tool for

performance targets and measurement requirements of current and future federal transportation law.

Activities:

- Annual FM Metropolitan Profile development and approval

Products	Completion Date
2027 Annual Update to the FM Metropolitan Profile	4th QTR
2028 Annual Update to the FM Metropolitan Profile	4th QTR

406 Traffic Data Collection and Analysis

Participant(s): Metro COG

Metro COG assists local units of government with traffic data collection efforts as requested. This work item entails collection and/or analysis of traffic counts, speed/vehicle classification or other pertinent transportation data as requested by the local units of government or as needed for Metro COG planning efforts. Metro COG coordinates traffic collection efforts with other state, county or local agencies to ensure data collection efforts are not duplicated, collection methodologies are consistent, and data formatting is compatible. Metro COG collects and/or analyzes other transportation data including, but not limited to, travel times, origin-destination data, mode share, and more. This work item also includes the provision of traffic data to the public, private sector, or others who request traffic data.

Activities:

- Collection/analysis of traffic data including, but not limited to, traffic counts, speed data, vehicle classification data, travel times, and origin-destination data
- Provision of traffic data to the public, government entities, and others who request data
- Coordination with state, county, and/or local units of government in collecting traffic count data

Products	Completion Date
Ongoing collection of manual and automatic traffic data	Ongoing
Updated traffic data database	Ongoing
Preparation of maps/graphics	Ongoing

407 Metropolitan Transportation Technical Assistance

Participant(s): Metro COG

This work task provides Metro COG resources in both 2027 and 2028 to respond to requests for information and analysis regarding issues and items relative to the metropolitan transportation system.

Activities:

- Technical assistance (non-transit related) that may or may not be included in other UPWP work elements
- Respond to written or verbal requests for assistance from the public, local jurisdictions, local agencies, other MPOs/COGs, the media or any noninternal technical assistance.

Products	Completion Date
Technical Assistance	Ongoing

408 ITS/Traffic Operations Technical Assistance

Participant(s): Metro COG

Metro COG will continue to lead the effort regarding the integration and coordination of traffic signal operations within the FM Metropolitan area. Specific work includes continuation of coordination of existing traffic operators regarding signal operations and maintenance metro wide. Maintain and update the Metro COG Regional ITS Architecture for the metro area as needed. Ensure that proposed ITS projects in the Metro COG Transportation Improvement Program are consistent with the Regional ITS Architecture. ATAC maintains the Regional ITS Architecture but is supplemented with staff efforts contained in this work element.

Activities:

- Participate in Traffic Operations Roundtable meetings arranged by NDSU's ATAC
- Arrange as-needed Traffic Operations Working Group meetings
- Traffic operations technical assistance and coordination
- Annual review of TIP projects against the Regional ITS Architecture
- Annual updates to the Regional ITS Architecture and associated coordination with ATAC, NDDOT, and MNDOT.
- Maintain Metro COG Regional Intelligent Transportation System database

- Maintain an understanding of traffic operations issues throughout the metro area through public input, site visits and travel within the metro area
- Participate in SMART Transportation activities

Products	Completion Date
2027 Quarterly Traffic Operations Committee (TOC) Meeting Facilitation	As needed
2028 Quarterly Traffic Operations Committee (TOC) Meeting Facilitation	As needed
Annual review and update of the Regional ITS Architecture	Ongoing
2027 Review of TIP projects against Architecture	4th QTR
2028 Review of TIP projects against Architecture	4th QTR

409 GIS Management, Mapping and Graphics

Participant(s): Metro COG

Metro COG maintains, updates, and manages a number of critical data sets that support the development and implementation of the MTP and its modal sub elements as well as various subarea studies and mapping needs. Additionally, on a cyclical basis, Metro COG updates 'base' metropolitan maps (i.e., federal-aid urban area, roadway functional classification, metropolitan traffic counts). This program area supports overall development and distribution of GIS data used by Metro COG as requested by the public, cognizant agencies or other interested persons. As part of this program area within the 2027-2027 UPWP, Metro COG will continually update its GIS page on Metro COG's website, disseminating metropolitan-specific GIS data. This work task also provides Metro COG resources in both 2027 and 2028 to coordinate the Metropolitan Geographic Information System (GIS) Committee.

Activities:

- Gather GIS data from local jurisdictions and DOTs
- Maintain updated GIS database
- Coordinate the GIS Committee

Products	Completion Date
2027 Quarterly GIS Committee Meetings	Quarterly
2028 Quarterly GIS Committee Meetings	Quarterly
Technical Assistance	Ongoing

500 - Transit Planning

Objective:
To coordinate with MATBUS, the regional transit provider, to further multimodal transportation.

Relation to Planning Factors:
Safety, accessibility and mobility, security of the system, environment, economic development, integration of multi-modal transportation are all addressed by this element of the UPWP.

Relation to State and Local Planning Considerations:
Complete Streets – Street improvements must consider transit route and transit stops to ensure safety and convenience.
Public Involvement – meaningful public involvement will integrate virtual, online and in-person methods of engagement.
Data in Transportation Planning – ridership data, land use, traffic volumes, and other types of data are all sharable between MATBUS, Metro COG, local jurisdictions and DOTs. This has the potential to integrate transit into all forms of transportation planning and to better inform plans specifically aimed at transit.

Assigned Staff Hours in UPWP	2027	2028
	773	919

Previous Accomplishments:

- MATBUS Coordination Committee meetings
- Coordination and arrangements needed for purchase of transit routing and scheduling software
- Furtherance of Transit Authority Model
- Technical assistance to MATBUS and on-going coordination

Figure 19 on the following page provides a breakdown of staff hours and budget in Transit Planning.

Figure 19 – Activity Budget and Funding Source Split for Program Area 500

Funding Source	Percent	2027 Amount	2028 Amount	Total Activity Budget 2027-2028
CPG	80%	$34,918	$43,753	$78,671
Local	20%	$8,729	$10,938	$19,667
Total	**100%**	**$43,647**	**$54,691**	**$98,338**

501 Transit Technical Assistance

Participant(s): Metro COG

Provide data, technical analysis and coordination in support of short-range and long-range mass transit and para transit planning. This will include collaboration with MATBUS, MATBUS Coordination Committee members, para transit agencies, local governments, non-profit agencies, and other stakeholders in the transit planning process. Activities may include surveys or studies to gather transit ridership and travel behavior data. Includes coordination of activities related to coordinated public transit and human service agencies and FTA Section 5307 planning funding and efforts. Appendix G identifies those Sec. 5307 activities of MATBUS.

Activities:

- Staff assistance as required/requested

Products	Completion Date
Assistance as required/requested	Ongoing

502 MATBUS Coordinating Committee

Participant(s): Metro COG

Provide staff support for the MATBUS Coordination Committee to assist in the coordination of transportation opportunities for the general public, elderly, disabled and economically disadvantaged. This practice will continue until MATBUS assumes responsibility for facilitating and preparing meeting packets for the MATBUS Coordination Committee.

Activities:

- Meeting facilitation and staff support
- Attend monthly meetings

Products	Completion Date
2027 MATBUS Coordination Committee Meetings	Monthly
2028 MATBUS Coordination Committee Meetings	Monthly

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600 - Bicycle & Pedestrian Planning

Objective:
To provide staff support; monitor, collect and process data; participate in bicycle and pedestrian planning activities and implement objectives of the Metro COG Bicycle/Pedestrian Plan as well as participate in local planning efforts and committees.

Relation to Planning Factors:
Safety, accessibility and mobility, security of the system, environment, economic development, integration of multi-modal transportation are all addressed by this element of the UPWP.

Relation to State and Local Planning Considerations:
Alternative Transportation Planning – walking and bicycling are important components of the transportation system and provide public health benefits for all.
Complete Streets – Street improvements must consider bicycle and pedestrian facilities to ensure safety and convenience.
Public Involvement – meaningful public involvement will integrate virtual, online and in-person methods of engagement.
Data in Transportation Planning – biking and walking data, land use, traffic volumes, and other types of data are all sharable between MATBUS, Metro COG, local jurisdictions and DOTs. This has the potential to better integrate sidewalks and trails into all forms of transportation planning and to better inform plans specifically aimed at bike and ped facilities.

Assigned Staff Hours in UPWP	2027	2028
	1,016	980

Previous Accomplishments:

- Update to the Bicycle/Ped Plan
- Participation in Bike FM
- Annual and ongoing bicycle and pedestrian counting program
- Updates to bike and pedestrian counting capabilities and equipment, if tied to a specific project

- Bike & Ped subcommittee meetings
- Heartland Trail working group meetings and activities

Figure 20 below provides a breakdown of staff hours and budget in Bicycle and Pedestrian Planning.

Figure 20 – Activity Budget and Funding Source Split for Program Area 600

Funding Source	Percent	2027 Amount	2028 Amount	Total Activity Budget 2027-2028
CPG	80%	$43,775	$44,567	$88,342
Local	20%	$10,944	$11,142	$22,086
Total	**100%**	**$54,719**	**$55,709**	**$110,428**

601 Bicycle-Pedestrian Activities and Technical Assistance

Participant(s): Metro COG/local jurisdictions/MnDOT/NDDOT
Participate in bicycle and pedestrian planning activities and support the implementation of Metro COG's Bicycle and Pedestrian Plan and the Complete Streets policy adopted by Metro COG in 2013, as well as more recently completed planning documents such as the Bicycle and Pedestrian Gap Analysis and the Fargo Transportation Plan. Respond to requests for information and smaller analyses regarding issues and items related to the metropolitan bicycle and pedestrian transportation system. This work activity also covers quarterly meetings of Metropolitan Bicycle and Pedestrian Committee. Safe and Accessible Transportation (SATO) Set-Aside funds may be used for activities and purchases related to this program task, if they are found to be eligible under the provisions of the transportation bill in effect.

Activities:

- Quarterly meetings of the Bicycle and Pedestrian Committee
- Implement Bike/Ped plan recommendations into the Metro COG planning activities
- Coordination with local governments and park districts/departments in UZA and MPA regarding trail connectivity and plans
- Development, review and scoring of Transportation Alternative Program (TAP) applications and Recreational Trail Program projects
- Maintenance to and integration of changes and updates to the metropolitan Bike Map as necessary
- Implement recommendations of the Bike Signage Project
- Updates to the Bike Signage Project

- On-going maintenance and updating of the map used in the bike trail phone app
- Efforts related to Great Ride Bike Share program, if revived
- Monitoring of micromobility options and usage within the metro area, and associated regulations adopted by local governments to address modes such as scooters
- Providing bicycle safety information and assistance at community events such as Streets Alive (if this event is revived), or other similar community events.

Products	Completion Date
2027 Bike/Ped Committee Meetings	Quarterly
2028 Bike/Ped Committee Meetings	Quarterly

602 Bicycle and Pedestrian Counts and Analysis

Participant(s): Metro COG

Metro COG maintains a bicycle and pedestrian count program. The program consists of manual counts performed annually at 17 locations and the maintenance/data collection of automated counters at 6 locations in the greater Fargo-Moorhead metro area. Metro COG will work closely with the Bike/Ped Committee and local jurisdictions to determine locations for placement of additional counting equipment. Within this UPWP, hours have been assigned to ensure the accuracy of collected data and to format the data for release to interested parties. Metro COG makes this information available to the local units of government (including MnDOT and NDDOT), private sector entities, and other interested persons. Safe and Accessible Transportation (SATO) Set-Aside funds may be used for activities and purchases related to this program task, if they are found to be eligible under the provisions of the transportation bill in effect.

Activities:

- Routine maintenance of automatic counters by staff
- Collect, process and analyze bike/ped count data
- Maintain and update bike/ped count database
- Annual reports of bike/ped count data to NDDOT and MnDOT as well as to the TTC and Policy Board

Products	Completion Date
2027 Updated Bicycle and Pedestrian Counts Database	Ongoing
2028 Updated Bicycle and Pedestrian Counts Database	Ongoing
2027 Annual Report to MnDOT and NDDOT	4th QTR
2028 Annual Report to MnDOT and NDDOT	4th QTR
Collection and processing of manual and automatic bike and ped counts	Ongoing

603 Heartland Trail Extension (Countywide Coordination – Clay County Portion)

Participant(s): Metro COG

The Heartland Trail is currently a 49-mile paved shared-use path that runs from Cass Lake, MN to Park Rapids, MN. In 2006, an extension of the Heartland Trail was legislatively authorized to extend west to the City of Moorhead — a distance of 85 to 100 miles. Metro COG will continue to work with the Clay County Heartland Trail Advisory Committee to oversee Heartland Trail efforts through Clay County.

This is a separate task from the Heartland Trail Alignment Analysis, involving meetings and engagement with interested parties. This task was established prior to the commencement of the study and will probably continue beyond the conclusion of the study.

Activities:

- Coordination with affected cities and counties
- Responding to questions and requests for information
- Request for Proposal development
- Consultant selection process
- Staff support and input into the Study

Products	Completion Date
Heartland Trail Advisory Committee and Committee Support	Ongoing

700 - Local Planning Assistance

Objective:
Knowing that land use and transportation are inexorably linked, Metro COG has created a program to assist local jurisdictions in planning efforts that may affect the regional transportation network, and in staying informed about land use and other planning-related decisions made by local jurisdictions within both the UZA and the MPA. This includes assisting local jurisdictions with comprehensive planning efforts, educating communities on MPO goals, efforts, and initiatives, attendance at local planning commission meetings/commission meetings, and generally providing outreach to get communities involved in regional coordination.

Relation to Planning Factors:
This task relates to several planning factors, such as safety, accessibility and mobility, economic development, integration and connectivity of the multi-modal transportation system, resiliency, mitigating the storm water impacts of surface transportation, and enhancing travel and tourism.

Relation to State and Local Planning Considerations:
Complete Streets – Since not all streets within the metro area fall within the purview of the MPO, local planning coordination can help to encourage complete street characteristics throughout the system.
Public Involvement – when Metro COG works with local jurisdictions on planning projects, we incorporate meaningful public involvement opportunities by integrating virtual, online, and in-person opportunities for engagement.

Assigned Staff Hours in UPWP	2027	2028
	1,014	947

Previous Accomplishments:
- Attendance at various local meetings
- Participation in Moorhead's Comprehensive Plan
- Participation in Main Ave Public Engagement and Decision-Making
- Participation in NP/Center Ave build alternative development
- Participation in Moorhead's downtown planning input events

- Review of Planning Commission agendas and packet materials
- Participation in Fargo's Public Works Project Evaluation Committee Meetings

Figure 21 below provides a breakdown of staff hours and budget in Local Planning Assistance.

Figure 21 – Activity Budget and Funding Source Split for Program Area 700

Funding Source	Percent	2027 Amount	2028 Amount	Total Activity Budget 2027-2028
CPG	80%	$50,649	$51,046	$101,695
Local	20%	$12,662	$12,762	$25,424
Total	**100%**	**$63,311**	**$63,808**	**$127,119**

701 Agency Outreach

Participant(s): Metro COG

This task is to provide the opportunity for Metro COG staff to participate in local decision making, coordinating roadway construction projects, and educating jurisdictions both in the UZA and in the MPA on Metro COG goals and processes.

Activities:

- Attendance at local planning commission meetings
- Attendance at local City Commission/Council meetings
- Education and Outreach efforts

Products	Completion Date
Local outreach and participation	Ongoing

702 Local Planning Assistance

Participant(s): Metro COG

This activity reflects the participation of Metro COG planners in local land use, transportation, comprehensive and other planning efforts in the metropolitan planning area. The intent of this participation is to instill sound transportation planning themes within local planning documents. Staff will also work will smaller jurisdictions that do not have the capabilities of carrying out long-range planning activities.

Activities

- Working with local units of government on long-range planning
- Development of local transportation initiatives that tie into regional efforts
- Completion of eligible comprehensive and transportation planning activities for local jurisdictions regarding land use, development and growth management regarding Comprehensive Plan development

Products	Completion Date
Local Planning Assistance	Ongoing

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800 - General Administration

Objective:
To provide for the efficient administration of Metro COG programs; compliance with federal, state and local regulations; administer human resources and benefits responsibilities; and reporting on activities of the agency. Estimated staff hours and budget for vacation, sick leave, holidays and other leave are included in the total assigned staff hours and budget for this category of the UPWP.

Relation to Planning Factors:
These activities are necessary to carry out planning activities that relate to all planning factors.

Relation to State and Local Planning Considerations:
These activities are necessary to carry out planning activities that relate to all State and Local Planning Considerations.

Assigned Staff Hours in UPWP	2027	2028
	5,058	5,032

Previous Accomplishments:

- Multiple webinars and training sessions
- MN and ND APA State Conferences
- Office organization and maintenance
- Timesheet Preparation and Review
- Staff Meetings
- Review of Invoices
- Staff Evaluations
- ROLF Training Event by FHWA
- AMPO Conference and Training

Figure 22 on the following page provides a breakdown of staff hours and budget in General Administration.

Figure 22 – Activity Budget and Funding Source Split for Program Area 800

Funding Source	Percent	2027 Amount	2028 Amount	Total Activity Budget 2027-2028
CPG	80%	$265,973	$282,602	$548,575
Local	20%	$66,493	$70,651	$137,144
Total	**100%**	**$332,466**	**$353,253**	**$685,719**

801 General Administration, Management, IT, and Secretarial

Participant(s): Metro COG
Administrative, management, information technology, or secretarial/office management tasks which are not attributable to specific transportation program aspects. This task includes human resources and personnel management, as well as other operational duties required to ensure efficient and functional operations of Metro COG. From an accounting perspective, this element of the work plan also includes holidays, vacation, sick leave and other types of leave identified in the Metro COG Personnel Manual.

Activities:

- Employee benefits administration (benefits, retirement, health and other insurance programs)
- Human resource activities (personnel reviews)
- Coordination with and oversight of Metro COG's contract accountant
- Annual audits
- Records management and retention
- General correspondence
- Timesheet preparation and review
- Initial contact (answering phone calls, staffing the front desk)
- Staff retention and recruitment efforts
- Maintenance of Metro COG Operations/Personnel Manual
- Travel to and from meetings, conferences and training
- Preparation of and review of travel requests
- Review of expense reports and travel reimbursement requests
- Development of a QAQC Policy and Procedure and Implementation
- Bi-weekly staff meetings, timesheet development and approval

Products	Completion Date
2027 Employee Benefits	Ongoing
2028 Employee Benefits	Ongoing
Annual Financial Audit of Previous FY	3rd QTR
Annual Indirect Rate Review by NDDOT	4th QTR
Staff Performance Evaluations	As required
QAQC Policy and Procedure	2nd QTR
Timesheets	Bi-weekly
Travel Requests	As needed
Expense Reports	As needed

802 Financial Budgeting and Tracking

Participant(s): Metro COG

This task is designed for the Executive Director and Administrative Assistant to review invoices, prepare and review NDDOT reimbursement submittals, and other such financial documents needed to administer the Metro COG program. This includes working with Metro COG's accountant on tracking time and expenses.

Activities:

- Tracking Metro COG's Finances
- Preparation and processing of agency dues/invoices
- Evaluation of CPG balances and follow-up actions to adjust spending
- Consult with NDDOT and MnDOT on financial and contractual obligations
- Review of invoices received from contractors and vendors
- Review of expense reports and credit card statements
- Tracking of project budgets
- Coordination with Metro COG's accountants and auditors

Products	Completion Date
CPG Balance Tracking	Ongoing
NDDOT CPG Grant Contract	4th QTR
MnDOT State Planning Grant Contract	4th QTR
Coordination with Accountant	Ongoing

803 Professional Development, Education and Training

Participant(s): Metro COG

Attending and hosting relevant training courses, workshops, conferences, webinars, and other educational and professional development opportunities. Such opportunities may be provided by, but not limited to, the American Planning Association (APA), National Highway Institute (NHI), National Transit Institute (NTI), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Institute of Transportation Engineers (ITE), North Dakota and Minnesota Departments of Transportation (NDDOT & MnDOT), and other such organizations and opportunities. This also includes attaining Certification Maintenance (CM) credits for staff with their AICP or other professional certifications.

Activities:

- Webinars, workshops, conferences and training sessions
- Continuing education in order to maintain credentials and certifications

Products	Completion Date
Training and Educational Opportunities	Ongoing

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900 - Publications, Public Information, and Communication

Objective:
To publicize Metro COG activities and accomplishments to Metro COG member jurisdictions, state and local officials, and the public. To provide transportation-related information and data to public and private sector representatives. To maintain contact databases and inventories of media resources and agency contact information.

Relation to Planning Factors:
These activities are necessary to carry out planning activities that relate to all planning factors.

Relation to State and Local Planning Considerations:
These activities are necessary to carry out planning activities that relate to all Planning Considerations. In particular, Metro COG's website provides a source for multiple forms of data and information regarding transportation planning.

Assigned Staff Hours in UPWP	2027	2028
	270	290

Previous Accomplishments:

- Published Metro COG Annual Report.
- Provided information related to transportation planning to the public, including traffic counts and forecasts, TIP, TDP and the MTP.
- Retrieve recent and past studies and maps in response to requests from the public.
- Expanded Metro COG website to include map resources and other reference material
- Updated Metro COG Webpages and Social Media
- Ongoing maintenance of website and social media

Figure 23 on the following page provides a breakdown of staff hours and budget in Publications, Public Information and Communication.

Figure 23 – Activity Budget and Funding Source Split for Program Area 900

Funding Source	Percent	2027 Amount	2028 Amount	Total Activity Budget 2027-2028
CPG	80%	$11,229	$11,279	$22,508
Local	20%	$2,807	$2,820	$5,627
Total	**100%**	**$14,036**	**$14,099**	**$28,135**

902 Website and Social Media

Participant(s): Metro COG

This work activity includes the necessary resources for Metro COG to accurately and efficiently maintain and manage its website (www.fmmetrocog.org) and social media accounts. The Metro COG website is the primary tool in implementing the current PPP. Metro COG posts all relevant program materials on its website and uses the website to directly notify stakeholders and interested persons about public input and involvement opportunities. Additionally, Metro COG utilizes the website to post project- and study-specific information and other surface transportation-related information. This activity also includes maintaining project level or task-specific websites managed by Metro COG.

Activities:

- Post information to website and social media accounts as required
- Maintain and monitor Metro COG website
- Maintain and monitor social media accounts
- Respond, as required, to requests generated from social media interactions
- Update website to ADA compliance

Products	Completion Date
2027 Update Metro COG website and Social Media platforms	Ongoing
2028 Update Metro COG website and Social Media platforms	Ongoing

1000 - Community Planning and Technical Assistance

Objective:
To provide technical planning assistance to local jurisdictions and perform various contracted planning functions to be funded entirely with funding provided by local jurisdictions.

No projects are currently planned for this program task.

Assigned Staff Hours in UPWP	2027	2028
	0	0

Figure 24 below provides a breakdown of budget in Community Planning and Technical Assistance.

Figure 24 – Activity Budget and Funding Source Split for Program Area 1000

Funding Source	Percent	2027 Amount	2028 Amount	Total Activity Budget 2027-2028
CPG	80%	$0	$0	$0
Local	20%	$0	$0	$0
Total	**100%**	**$0**	**$0**	**$0**

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Appendices

Appendix A – Policy Board, Transportation Technical Committee and Metro COG staff

Metro COG Policy Board (as of September 2026)

Voting Members

Duane Breitling*	Cass County, North Dakota – County Commission
Rachel Dwyer (VC)*	City of Horace, North Dakota – City Council
Tyler Erickson	City of West Fargo, North Dakota – City Commission
Nancy Gullickson	City of Fargo, North Dakota – City Commission
Chuck Hendrickson*	City of Moorhead, Minnesota – City Council
Nicole Mattson	City of Moorhead, Minnesota – City Council
Sebastian McDougall	City of Moorhead, Minnesota – City Council
Jenny Mongeau*	Clay County, Minnesota – County Commission
Chad Peterson	City of Fargo, North Dakota – City Commission
Art Rosenberg	City of Fargo, North Dakota – Planning Commission
Thomas Schmidt	City of Fargo, North Dakota – Planning Commission
Patti Stedman (C)*	City of West Fargo, North Dakota – City Commission
Dave Steichen*	City of Dilworth, Minnesota – City Council
John Strand*	City of Fargo, North Dakota – City Commission
Maranda Tasa	City of Fargo, North Dakota – Planning Commission
Michelle Turnberg	City of Fargo, North Dakota – City Commission
Mike Reitz	Transit Agency (MATBUS) Representative

(C) Chair and (VC) Vice Chair
* Executive Committee member

Ex-Officio Members

Aaron Murra, PE	NDDOT Fargo District 8 Engineer
Shiloh Ward, PE	MnDOT West Central District 4 Engineer

Associate Members

Jeremy Cossett	City of Barnesville, Minnesota – City Council
Charlie Francis	City of Casselton, North Dakota – City Council
Steven Ring	City of Glyndon, Minnesota – City Council
Richard Sunberg	City of Harwood, North Dakota – City Council
Marc Ness	City of Hawley, Minnesota – City Council
Darrell Kersting	City of Kindred, North Dakota – City Council
Jason Astrup	City of Mapleton, North Dakota – City Council

Associate Member Alternates and Voting Alternates

Jim Kapitan*	Cass County, North Dakota – County Commission
Scott Stofferahn*	City of Fargo, North Dakota – Planning Commission
Joe Kolb*	City of West Fargo, North Dakota – Planning Commission
Brent Holper*	City of Horace, North Dakota – City Administrator
Paul Krabbenhoft*	Clay County, Minnesota – County Commission
Deb White*	City of Moorhead, Minnesota – City Council
Julie Nash*	City of Dilworth, Minnesota – City Council
Jason Rick	City of Barnesville, Minnesota – Mayor
Michael Faught	City of Casselton, North Dakota – Mayor
Wendy Affield	City of Glyndon, Minnesota – City Auditor
Tracy Tollefson	City of Glyndon, Minnesota – Mayor
Casey Eggermont	City of Harwood, North Dakota – City Auditor
Sean Mork	City of Hawley, Minnesota – Mayor
Erica Polley	City of Hawley, Minnesota – City Clerk
Adam Spellhaug	City of Kindred, North Dakota – Council President
Andrew Draeger	City of Mapleton, North Dakota – Mayor

* Voting Alternate

Appendix A – Policy Board, Transportation Technical Committee and Metro COG Staff (continued)

Metro COG Transportation Technical Committee (as of September 2026)

Paul Bervik	City of West Fargo, North Dakota – City Engineering
Nicole Crutchfield	City of Fargo, North Dakota – City Planning Director
Jim Dahlman	City of Horace, North Dakota – Consulting City Engineer
Jeremy Gorden (VC)*	City of Fargo, North Dakota – City Transportation Engineer
Ben Griffith (C)*	Metro COG – Executive Director
Cole Hansen	Cass County, North Dakota – County Planning Director
Robin Huston	City of Moorhead, Minnesota – City Planning & Zoning
Will Hutchings	NDDOT Local Government Division
Matthew Jacobson	Clay County, Minesota – County Planning Director
Kelly Krapu	Freight Committee Representative
Kyle Litchy	Cass County, North Dakota – County Engineer
Don Lorsung	City of Dilworth, Minnesota – Community Development Director
Aaron Nelson	City of West Fargo, North Dakota – City Planning Director
Joe Raso	Greater Fargo-Moorhead Economic Development Foundation
Mary Safgren	MnDOT West Central District 4 Planning Director
Jordan Smith	Transit Agency (MATBUS) Representative (1 of 2)
Justin Sorum	Clay County, Minnesota – County Engineer
Brit Stevens	North Dakota Higher Ed Representative – NDSU
Cole Swingen	Transit Agency (MATBUS) Representative (2 of 2)
Georges Tippens	Minnesota Higher Ed Representative
Tom Trowbridge	City of Moorhead, Minnesota – City Engineer
VACANT	Bicycle/Pedestrian Committee Representative

*(C)Chair and (VC) Vice Chair

Metro COG Staff (as of September 2026)

Ben Griffith	Executive Director
Michael Maddox	Senior Transportation Planner
Dan Farnsworth	Transportation Planner
Adam Altenburg	Community and Transportation Analyst
VACANT	Assistant Transportation Planner (Transit)
Linghao Zhang	Assistant Transportation Planner (TIP)
Karissa Pavek	GIS Specialist
Angela Brumbaugh	Office Manager
VACANT	Intern

Appendix B – Transportation Technical Committee and Policy Board meeting schedules for 2027 and 2028

2027		2028	
Transportation Technical Committee	**Policy Board**	**Transportation Technical Committee**	**Policy Board**
January 14	January 21	January 13	January 20
February 11	February 18	February 10	February 17
March 11	March 18	March 9	March 16
April 8	April 15	April 13	April 20
May 13	May 20	May 11	May 18
June 10	June 17	June 8	June 15
July 8	July 15	July 13	July 20
August 12	August 19	August 10	August 17
September 9	September 16	September 14	September 21
October 14	October 21	October 12	October 19
November 10[1]	November 18[2]	November 9	November 16[2]
December 9	December 16[2]	December 14	December 21[2]

[1]Wednesday meeting due to Veterans Day on Thursday, November 11
[2]Policy Board meetings begin at 2:00 PM in November and December

Metro COG Transportation Technical Committee meetings are generally held at 10:00 AM (CST) on the second Thursday of each month. Policy Board meetings are generally held at 4:00 PM on the third Thursday of each month, except in November and December when the meetings begin at 2:00 PM. Both meetings are held both as virtual meetings through the use of Zoom, and in person at the Metro COG offices:

Fargo-Moorhead Metropolitan Council of Governments
(Metro COG)
1 – 2nd Street North
Case Plaza, Suite 232
Fargo, North Dakota 58102-4807

Meeting agenda packets are posted to the Metro COG website at: www.fmmetrocog.org and are available at the Metro COG offices by Friday the week prior to the meetings. Interested parties may request to be added to an e-mailed distribution list to receive a Zoom weblink and meeting packet for one or both meetings.

On occasion, due to a holiday, or an emergency, Metro COG must change its regularly scheduled meeting to a different date. When this occurs, the information is posted in advance on the website at: www.fmmetrocog.org.

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Appendix C – Documentation of Local Match for 2027

The following table shows Metro COG's operations and overhead with local match and funding for 2027.

Dues and Local Match for 2027 Operations and Overhead	Participating Jurisdictions	Cass County	Clay County	Dilworth	Fargo	Horace	Moorhead	West Fargo	Other	Total Cost Split Between Jurisdictions
Metro COG Dues										
Approved Dues Formula		5.30%	6.10%	2.00%	50.00%	1.30%	19.30%	16.20%	0%	100.00%
Internal Operations (eligible costs)										
Metro COG Personel (Total Loaded Wage)	All	$11,759.74	$13,534.80	$4,437.64	$110,940.96	$2,884.46	$42,823.21	$35,944.87		$221,881.92
Metro COG Overhead Costs	All	$5,334.39	$6,139.58	$2,012.98	$50,324.40	$1,308.43	$19,425.22	$16,305.11		$100,648.80
MnDOT Match Requirement (20% match to $34,100)	All	$451.80	$520.00	$170.50	$4,262.50	$110.80	$1,645.30	$1,381.10		$8,525.00
2027 Complete Streets (20% match to $32,400.26)	All	$429.30	$494.10	$162.00	$4,050.04	$105.30	$1,563.31	$1,312.21		$8,100.07
Total Dues (Internal)		**$17,975.23**	**$20,688.48**	**$6,783.12**	**$169,577.90**	**$4,408.99**	**$65,457.04**	**$54,943.29**		**$339,155.79**
Internal Operations (ineligible costs)										
Internal Operations (ineligible costs)	All	$201.40	$231.80	$76.00	$1,900.00	$49.40	$733.40	$615.60		$3,800.00
TOTAL		**$18,176.63**	**$20,920.28**	**$6,859.12**	**$171,477.90**	**$4,458.39**	**$66,190.44**	**$55,558.89**		**$342,955.79**

Appendix C – Documentation of Local Match for 2027 (continued)

The following table shows the 2027 projects, project budgets, and breakdown of Federal and local funding.

Dues and Local Match on 2027 Contracted Planning Projects	Participating Jurisdictions	Cass County	Clay County	Dilworth	Fargo	Horace	Moorhead	West Fargo	Other	Total Cost	80% Federal Share	20% Local Match
Approved Dues Formula		5.30%	6.10%	2.00%	50.00%	1.30%	19.30%	16.20%	0%	100.00%		
Regional Contracted Planning Projects		Cass County	Clay County	Dilworth	Fargo	Horace	Moorhead	West Fargo				
NDSU-ATAC Annual Participation (Year 3 of 3)	All	$106.00	$122.00	$40.00	$1,000.00	$26.00	$386.00	$324.00		$10,000.00	$8,000.00	$2,000.00
2055 MTP Travel Demand Model	All	$1,456.64	$1,676.50	$549.67	$13,741.84	$357.29	$5,304.35	$4,452.36		$137,418.38	$109,934.70	$27,483.68
Regional Bicycle and Pedestrian Plan Update (Year 1 of 2)	All	$1,643.00	$1,891.00	$620.00	$15,500.00	$403.00	$5,983.00	$5,022.00		$155,000.00	$124,000.00	$31,000.00
2055 MTP Streets & Highways Modal Plan (Year 1 of 2)	All	$1,060.00	$1,220.00	$400.00	$10,000.00	$260.00	$3,860.00	$3,240.00		$100,000.00	$80,000.00	$20,000.00
Total - Projects Shared Across Metro Area		**$3,205.64**	**$3,689.50**	**$1,209.67**	**$30,241.84**	**$786.29**	**$11,673.35**	**$9,798.36**		**$402,418.38**	**$321,934.70**	**$80,483.68**
Jurisdiction-Specific Contracted Planning Studies		Cass County	Clay County	Dilworth	Fargo	Horace	Moorhead	West Fargo				
Moorhead Intersection Traffic Data Collection (Year 3 of 3)	Moorhead						$7,298.00			$36,490.00	$29,192.00	$7,298.00
Total - Jurisdiction-Specific Planning Studies		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$7,298.00**	**$0.00**		**$36,490.00**	**$29,192.00**	**$7,298.00**
Grand Total		**$3,205.64**	**$3,689.50**	**$1,209.67**	**$30,241.84**	**$786.29**	**$18,971.35**	**$9,798.36**		**$438,908.38**	**$351,126.70**	**$87,781.68**
NOTE: Contracted studies will be billed to jurisdictions when the project is to begin.												

Appendix D – Documentation of Local Match for 2028

The following table shows Metro COG's operations and overhead with local match and funding for 2028.

Dues and Local Match for 2028 Operations and Overhead	Participating Jurisdictions	Cass County	Clay County	Dilworth	Fargo	Horace	Moorhead	West Fargo	Other	Total Cost Split Between Jurisdictions
Metro COG Dues										
Approved Dues Formula		5.30%	6.10%	2.00%	50.00%	1.30%	19.30%	16.20%	0%	100.00%
Internal Operations (eligible costs)										
Metro COG Personel (Total Loaded Wage)	All	$12,504.08	$14,391.49	$4,718.52	$117,963.04	$3,067.04	$45,533.73	$38,220.02		$235,926.08
Metro COG Overhead Costs	All	$3,191.51	$3,673.24	$1,204.34	$30,108.55	$782.82	$11,621.90	$9,755.17		$60,217.10
MnDOT Match Requirement (20% match to $34,100)	All	$451.80	$520.00	$170.50	$4,262.50	$110.80	$1,645.30	$1,381.10		$8,525.00
2028 Complete Streets (20% match to $41,310.34)	All	$437.89	$503.99	$165.24	$4,131.04	$107.41	$1,594.58	$1,338.46		$8,262.07
Total Dues (Internal)		**$16,585.28**	**$19,088.72**	**$6,258.60**	**$156,465.13**	**$4,068.07**	**$60,395.51**	**$50,694.75**		**$312,930.25**
Internal Operations (ineligible costs)										
Internal Operations (ineligible costs)	All	$201.40	$231.80	$76.00	$1,900.00	$49.40	$733.40	$615.60		$3,800.00
TOTAL		**$16,786.68**	**$19,320.52**	**$6,334.60**	**$158,365.13**	**$4,117.47**	**$61,128.91**	**$51,310.35**		**$316,730.25**

Appendix D – Documentation of Local Match for 2028 (continued)

The following table shows the 2028 projects, project budgets, and breakdown of Federal and local funding.

Dues and Local Match on 2028 Contracted Planning Projects	Participating Jurisdictions	Cass County	Clay County	Dilworth	Fargo	Horace	Moorhead	West Fargo	Other	Total Cost	80% Federal Share	20% Local Match
Approved Dues Formula		5.30%	6.10%	2.00%	50.00%	1.30%	19.30%	16.20%	0%	100.00%		
Regional Contracted Planning Projects		Cass County	Clay County	Dilworth	Fargo	Horace	Moorhead	West Fargo				
NDSU-ATAC Annual Participation (Year 1 of 3)	All	$106.00	$122.00	$40.00	$1,000.00	$26.00	$386.00	$324.00		$10,000.00	$8,000.00	$2,000.00
Regional Bicycle and Pedestrian Plan Update (Year 2 of 2)	All	$477.00	$549.00	$180.00	$4,500.00	$117.00	$1,737.00	$1,458.00		$45,000.00	$36,000.00	$9,000.00
2055 MTP Streets & Highways Modal Plan (Year 2 of 2)	All	$795.00	$915.00	$300.00	$7,500.00	$195.00	$2,895.00	$2,430.00		$75,000.00	$60,000.00	$15,000.00
2055 MTP Transportation Plan (Year 1 of 2)	All	$1,792.82	$2,063.43	$676.53	$16,913.36	$439.75	$6,528.56	$5,479.93		$169,133.59	$135,306.87	$33,826.72
Total - Projects Shared Across Metro Area		**$583.00**	**$671.00**	**$220.00**	**$5,500.00**	**$143.00**	**$2,123.00**	**$1,782.00**		**$299,133.59**	**$239,306.87**	**$59,826.72**
Jurisdiction-Specific Contracted Planning Studies		Cass County	Clay County	Dilworth	Fargo	Horace	Moorhead	West Fargo				
Moorhead Intersection Traffic Data Collection (Year 1 of 3)	Moorhead						$4,631.60			$23,158.00	$18,526.40	$4,631.60
Total - Jurisdiction-Specific Planning Studies		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$4,631.60**	**$0.00**		**$23,158.00**	**$18,526.40**	**$4,631.60**
Grand Total		**$583.00**	**$671.00**	**$220.00**	**$5,500.00**	**$143.00**	**$6,754.60**	**$1,782.00**		**$322,291.59**	**$257,833.27**	**$64,458.32**

Appendix E – Metro COG Cost Allocation Plan

Metro COG Cost Allocation Plan

The Fargo-Moorhead Metropolitan Council of Governments (Metro COG) has prepared a cost allocation plan in support of the 2027-2028 Unified Planning Work Program (UPWP). It is intended to describe the procedures used by Metro COG to distribute indirect costs incurred over the 24-month period (January 1, 2027 – December 31, 2028) among local, state and federal granting agencies.

Metro COG Funding and Billing Procedures

Federal

For 2027-2028, Metro COG will receive the majority of its revenues from a Consolidated Planning Grant (CPG) administered by the North Dakota Department of Transportation (NDDOT). The 20% share of the CPG eligible costs are covered through local and state sources of funding. Metro COG bills NDDOT monthly for reimbursement of eligible CPG activities. Metro COG reimbursement requests to NDDOT break out costs by direct labor, indirect costs and contracted planning costs.

State

Metro COG will receive approximately $34,100 annually from the Minnesota Department of Transportation (MnDOT) through a legislatively-created State-funded Planning Grant. The MnDOT grant requires a 20% local match, which is met through the dues collected from Metro COG's member jurisdictions. The 20% match on the MnDOT amount is estimated annually at approximately $8,525 based on the estimated MnDOT grant amount. The other 80% of the MnDOT grant is used as the 20% match on CPG eligible activities. Metro COG bills MnDOT quarterly for ¼ of the annual estimated amount for reimbursement of the State Planning Grant funds.

Local

Metro COG will collect local dues annually from its local member jurisdictions. The local dues make up the majority of the required 20% match on CPG eligible costs for internal operations. Local match on contracted planning activities (Program Area 1000) are collected directly from benefiting jurisdictions or agencies and are not covered by Metro COG member jurisdictions' local dues contributions. Metro COG invoices all local member jurisdictions once annually for payment of local dues and required match on contracted planning activities. If funding becomes available for additional projects, local jurisdictions' ability to fund local match is considered whether to proceed or delay until local match is available.

Appendix E – Metro COG Cost Allocation Plan (continued)

Labor Costs (Direct Costs)

The direct cost of Metro COG staff is determined based on both the annual salary and related labor costs, which include fringe benefits. Metro COG includes the cost of fringe benefits (health, dental and vision), SIMPLE (retirement) plan contributions, Social Security, Medicare and other employee related expenses into its hourly billing rate. When Metro COG bills NDDOT or other benefiting agencies, it is directly recouping these employees' related costs. Metro COG uses 2,080 hours to denote the number of hours for each full-time staff member for the calendar year.

Indirect Costs (Overhead, Administration and Release Time)

Metro COG's indirect costs for 2027 and 2028 are demonstrated in Program Area 800 and overhead costs 800a – 800r. Program Area 800 uses administrative time billed by Metro COG staff that is not attributable to any specific program activity in that it benefits the overall operation of Metro COG, as discussed under Program Area 800. Program Area 800a – 800r is overhead costs incurred to support the operations of Metro COG.

Metro COG's indirect costs support the implementation of Program Area 100 – 900 of the UPWP, as outlined below. Indirect (overhead) costs attribute to *non-metropolitan wide* Program Area 1000 projects are not charged against Metro COG's overhead for items such as advertising and meeting space costs. These costs are directly recouped from the project-specific Program Area 1000 budget. Certain soft costs such as printing, postage and miscellaneous supply costs for Program Area 1000 projects are charged against Metro COG's overhead, as those costs are difficult to separate. Indirect (overhead) costs attributable to Program Area 1000 projects, which are metropolitan wide (area wide plans, the MTP or modal plan updates, etc.) are billed against Metro COC's overhead costs.

Metro COG clearly delineates indirect costs from direct project costs (billable staff time or consultant and contracted charges) when it bills NDDOT for CPG reimbursements. Metro COG bills NDDOT an indirect rate (which is reconciled and approved annually) to recoup overhead and administrative costs incurred as part of its operation, as expressed though activities and expenses related to Program Area 800 and 800a – 800r.

For internal budgeting purposes, Metro COG splits the overhead component of its indirect costs by those eligible for CPG reimbursement (overhead costs) and those ineligible for reimbursement (801). Costs show in 802 are costs considered ineligible to partially meet the local match against the annual MnDOT state planning grant, which requires a local match of 20%, which is estimated annually at approximately $6,177 based on the estimated MnDOT grant amount. Metro COG and NDDOT annually

reconciles indirect billing amounts to ensure accuracy of costs being reimbursed as indirect with CPG funds.

Metro COG uses 19 categories of overhead costs: many are self-explanatory, but a full description is provided below:

- 800a – Travel/Registration/Training: Registration fees for conferences, workshops and seminars; mileage and travel reimbursements, including per diems, related to pre-approved staff travel.

- 800b – Dues/Subscriptions: Expenses for dues and subscriptions for transportation planning related publications and professional organizations (if CPG eligible).

- 800c – Office Supplies: Materials and supplies (paper, pens, pencils, etc.).

- 800d – Postage: Postage meter lease and postage costs.

- 800e – Advertising: Advertising costs related to the publication of Metro COG meetings and events (PPP); and ads regarding employee recruitment.

- 800f – Office Rent: Rent payments regarding Metro COG office space.

- 800g – Insurance: Several interrelated insurance policies protecting Metro COG material items, liability for staff, the Director, and the Policy Board.

- 800h – Communications: Monthly internet/phone/data charges.

- 800i – Information Systems: Related to support of information systems (IS) of Metro COG, including hardware, software, website development, maintenance and hosting, as well as managed IT services.

- 800j – Audit (contracted): Metro COG's annual financial audit.

- 800k – Office Equipment: Replacement/purchase of office equipment, including desks, chairs, computers, etc. (Metro COG is a stand-alone organization, and all equipment used by Metro COG is used solely for Metro COG functions).

- 800l – Equipment Rental (including printing): This relates to the lease/rental of equipment, primarily Metro COG's multifunction printer; including cost-per-copy printing.

- 800m – Attorney's Fees: Legal costs. Banking Fees: Service Charges.

- 800n – Accounting Services (contracted): Costs related to accounting services.

- 800o – HR services: Expenses related to Metro COG's use of Human Resources services.

- 800p – Bike-Ped Counting Equipment Maintenance and Replacement: Costs related to routine maintenance and occasional replacement of Bike-Ped counting equipment for ongoing and annual count activities.

- 800q – Payroll Services: Payroll services not covered under accounting services.

801 Locally Funded Overhead

Miscellaneous (Locally Funded): Covers miscellaneous costs that are not eligible for federal reimbursement (occasional food/meals for meetings); and is used to cover unexpected expenses for which no other overhead category is suitable. Local funds were requested to build up a traffic count equipment replacement account.

- 801a – Bike Map App Updates and miscellaneous locally funded supplies

- 801b – Vehicular Traffic Count Equipment Replacement Fund

- 801c – Miscellaneous Office Supplies

The table on the following page shows Metro COG's Overhead Costs as estimated for the 2027-2028 UPWP.

Overhead Costs - 2027/2028 Budget

800 Overhead		2027	2028
800a	Travel / Registrations/ Training/etc..	$36,568.75	$20,000.00
800b	Dues / Subscriptions	$12,500.00	$12,500.00
800c	Office Supplies	$2,400.00	$2,400.00
800d	Postage	$500.00	$500.00
800e	Advertising	$2,000.00	$2,000.00
800f	Office Rent	$99,000.00	$101,000.00
800g	Insurance	$8,355.00	$8,772.75
800h	Communications	$4,200.00	$4,400.00
800i	Information Systems	$282,684.26	$90,976.77
800j	Audit	$22,500.00	$25,000.00
800k	Office Equipment	$500.00	$500.00
800l	Printing	$5,696.00	$5,696.00
800m	Legal Services	$1,500.00	$1,500.00
800n	Accounting Services	$21,200.00	$22,200.00
800o	HR Services	$500.00	$500.00
800p	Bike-Ped Counting Equipment Maintenance & Replacement	$1,000.00	$1,000.00
800q	Payroll Services	$2,140.00	$2,140.00
Total Overhead (Metro COG is required to provide a 20% match)		**$503,244.01**	**$301,085.52**

Locally Funded Costs - 2027/2028 Budget

801 Locally Funded Costs		2027	2028
801a	Bike Map App Updates and misc. locally funded supplies	$1,800.00	$1,800.00
801b	Vehicular Traffic Count Equipment Replacement Fund	$1,000.00	$1,000.00
801c	Misc. Office Supplies	$1,000.00	$1,000.00
Total Locally Funded Costs[1] (Excluded from Federal Reimbursement)		**$3,800.00**	**$3,800.00**

Notes:

[1] *Funds used for non-federally reimbursable products or purchases.*

Total 2027 and 2028 Overhead and Locally Funded Costs	**$507,044.01**	**$304,885.52**

Metro COG's Indirect Rate

Metro COG's indirect rate is determined based on a reconciliation of past year costs (e.g., the FY 2027 indirect rate will be based on actual reconciled indirect costs for 2025). A new indirect rate is approved periodically by NDDOT. Indirect costs take into account all overhead costs (as shown in Program 800a – 800r) and administrative costs shown in Program Area 800, as a factor of total direct costs (indirect costs ÷ direct costs = indirect rate). The indirect rate is applied to all work (almost exclusively in the 1000 Program Area) provided by Metro COG for which costs are not reimbursed by NDDOT with CPG funds.

Contracted Planning Costs

All direct and identifiable indirect costs attributable to *non-metropolitan wide* Contracted Planning Projects in Program Area 1000 are recouped directly from the project budget and are therefore treated as excluded costs. No indirect costs for project implementation of non-metropolitan wide contracted planning studies (public meeting notices or meeting space rentals) are billed to Metro COG's overhead. The only deviation would be nominal costs incurred through actions such as photocopying and other tasks, which generate a very small costs to Metro COG's overhead, mostly related to consultant procurement or contract management.

Special Project Costs

Metro COG has estimated that less than 5% of all billable labor by Metro COG staff over the calendar years of 2027-2028 will not be eligible for reimbursement through the CPG funds administered by NDDOT. These costs are exclusive to Program 1000, Community Planning and Technical Assistance. For services provided in the 1000 Program Area, Metro COG recoups ineligible direct costs and indirect costs based on an hourly billing rate through a contract with the recipient community. For projects with a partial CPG component, costs are tracked and billed accordingly and reconciled at the end of the project and the end of each calendar year. Metro COG timesheets and indirect costs tracking procedures allow for accurate tracking of costs by UPWP Program Area and task activity.

Appendix F **– Resolution Endorsing Metro COG's FY 202**7-2030 Transportation Improvement Program (TIP)

A RESOLUTION APPROVING THE FY 2027-2030 TRANSPORTATION IMPROVEMENT PROGRAM FOR THE FARGO-MOORHEAD METROPOLITAN AREA

WHEREAS, the Fargo-Moorhead Metropolitan Council of Governments (Metro COG) is the designated Metropolitan Planning Organization (MPO) for the Fargo-Moorhead metropolitan area; and

WHEREAS, federal metropolitan transportation planning requirements provide that the MPO, in cooperation with the States and public transportation operators, shall develop and maintain a Transportation Improvement Program (TIP) for the metropolitan planning area; and

WHEREAS, Metro COG has developed the financially constrained FY 2027–2030 Transportation Improvement Program in accordance with applicable federal requirements; and

WHEREAS, the Fargo-Moorhead metropolitan area is in attainment for all applicable National Ambient Air Quality Standards and is therefore not subject to transportation conformity requirements under 40 CFR part 93, subpart A; and

WHEREAS, the FY 2027–2030 Transportation Improvement Program has been reviewed and recommended for approval by the Metro COG Transportation Technical Committee and has been made available for public review and comment in accordance with Metro COG's adopted public participation procedures; and

WHEREAS, the Metro COG Policy Board has given due consideration to the FY 2027–2030 Transportation Improvement Program and comments received during the public participation process.

NOW, THEREFORE, BE IT RESOLVED THAT, the Metro COG Policy Board hereby approves the FY 2027–2030 Transportation Improvement Program and recommends that the program be forwarded to the appropriate state and federal agencies for incorporation into the respective Statewide Transportation Improvement Programs and subsequent federal action; and

BE IT FURTHER RESOLVED THAT, in accordance with 23 CFR § 450.336, Metro COG certifies that the metropolitan transportation planning process is being carried out in accordance with applicable federal requirements.

Rachel Dwyer, Vice Chair
Metro COG Policy Board
9/17/26
Date

Ben Griffith, Executive Director
Metro COG
9/17/2026
Date

Appendix G – Resolution Confirming **Metro COG's** Metropolitan Transportation Plan as Being Currently Valid

A RESOLUTION CONFIRMING THE METROPOLITAN TRANSPORTATION PLAN REMAINS VALID

WHEREAS, federal metropolitan transportation planning requirements provide that the Metropolitan Planning Organization (MPO) designated for an urbanized area shall develop and maintain a metropolitan transportation plan for the metropolitan planning area; and

WHEREAS, pursuant to 23 CFR § 450.324, the MPO is required to periodically review and update its metropolitan transportation plan to confirm the plan's validity and consistency with current and forecasted transportation and land use conditions and trends; and

WHEREAS, the Fargo-Moorhead Metropolitan Council of Governments (Metro COG) has been designated by the Governors of Minnesota and North Dakota as the MPO for the Fargo-Moorhead metropolitan area; and

WHEREAS, Metro COG adopted *Metro 2050: 2050 Fargo-Moorhead Metropolitan Transportation Plan* in April 2025, along with supporting modal and system plans, including the Metropolitan Bikeway & Pedestrian Plan (February 2022), the 2026-2030 Transit Development Plan (December 2025), and the Metropolitan Comprehensive ITS Plan (June 2023); and

WHEREAS, *Metro 2050* includes transportation system management strategies and short- and long-range project prioritization elements addressing the transportation needs of the metropolitan planning area; and

WHEREAS, Metro COG has reviewed *Metro 2050* and determined that the plan remains valid and consistent with current transportation and land use conditions and considerations; and

WHEREAS, the Metro COG Transportation Technical Committee recommends that *Metro 2050* continue to be recognized as valid and consistent with current transportation and land use considerations.

NOW, THEREFORE, BE IT RESOLVED THAT, the Metro COG Policy Board hereby confirms that *Metro 2050: 2050 Fargo-Moorhead Metropolitan Transportation Plan* remains valid and consistent with current transportation and land use considerations

Rachel Dwyer, Vice Chair
Metro COG Policy Board

9/17/26
Date

Ben Griffith, Executive Director
Metro COG

9/17/2026
Date

Appendix H – Metro COG's **Transportation Planning Process Self**-Certification Statement

METROPOLITAN TRANSPORTATION PLANNING PROCESS SELF CERTIFICATION

The Fargo-Moorhead Metropolitan Council of Governments (Metro COG) hereby certifies that the metropolitan transportation planning process is being carried out in accordance with all applicable requirements identified in 23 CFR § 450.336(a), including:

1. 23 U.S.C. 134, 49 U.S.C. 5303, and 23 CFR part 450, subpart C;
2. In nonattainment and maintenance areas, Sections 174 and 176(c) and (d) of the Clean Air Act, as amended (42 U.S.C. 7504, 7506(c) and (d)), and 40 CFR part 93;
3. Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1), and 49 CFR part 21;
4. 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex, or age in employment or business opportunity;
5. Section 1101(b) of the FAST Act and 49 CFR part 26 regarding the involvement of Disadvantaged Business Enterprises in U.S. Department of Transportation-funded projects;
6. 23 CFR part 230 regarding implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
7. The Americans with Disabilities Act of 1990 (42 U.S.C. 12101 et seq.) and 49 CFR parts 27, 37, and 38;
8. The Older Americans Act, as amended (42 U.S.C. 6101), prohibiting discrimination on the basis of age in programs or activities receiving Federal financial assistance;
9. 23 U.S.C. 324 regarding the prohibition of discrimination based on gender; and
10. Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794) and 49 CFR part 27 regarding discrimination against individuals with disabilities.

This self-certification is made in accordance with 23 CFR § 450.336(a), as of September 2, 2026, in conjunction with Metro COG's FY 2027–2030 Transportation Improvement Program. Metro COG certifies compliance with the foregoing requirements to the extent they are applicable and in effect.

FM Metropolitan Council of Governments

9/17/26

Rachel Dwyer, Vice Chair — Date
Metro COG Policy Board

Policy Board Chair
Title

North Dakota Department of Transportation

9/21/2026

Signature — Date

Local Government Engineer
Title

Appendix I **– Metro COG's** Certification of Restrictions on Lobbying

CERTIFICATION OF RESTRICTIONS ON LOBBYING

I, Rachel Dwyer, the 2026 Fargo-Moorhead Metropolitan Council of Governments (Metro COG) Policy Board Vice Chair, certify on behalf of Metro COG, to the best of my knowledge:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of Congress, or an employee of a Member of Congress in conjunction with this Federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard-Form LLL "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub awards at all tiers (including subcontractors, sub grants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

The certification is a material representation of fact upon which reliance is placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code.

Entered into this 17th day of September, 2026.

By: _____ Date: 9/17/26

Rachel Dwyer, Policy Board Vice Chair
Fargo-Moorhead Metropolitan Council of Governments

Appendix J – MATBUS FTA Section 5307 Projects

Local Transit Planning (FTA 5307 Funded)	Participant(s): MATBUS (Transit Agency)

This section describes transit planning activities conducted by MATBUS through Section 5307 transit funding, so that FM Metro COG's UPWP reflects the complementary nature of area-wide and local planning efforts. Funding for these projects is not included in Metro COG's UPWP budget, because the funding is now provided directly to the City of Fargo, the fiscal agent for MATBUS.

Objective:

To provide staff support for planning activities for the MATBUS transit system, including coordination with MATBUS and other private and public transportation services and human service agencies for community wide transportation opportunities for members of the public, elderly, disabled and economically disadvantaged.

Assigned Staff Hours	2027	2028
	773	919

Activities:

- Ridership and statistical analysis
- Financial Planning – update short- and long-term financial plans, capital improvement plans, asset management plans
- Route and operations planning – evaluate route performance, plan new routes and changes to existing routes, conduct passenger surveys
- Safety and security – review plans and analyze effectiveness
- Transit marketing – evaluate plans and analyze effectiveness of activities and communication through social media
- Meeting participation – Transportation Technical Committee, Bike and Pedestrian Committee, MATBUS Coordination Committee, Fargo-Moorhead Metropolitan Council of Governments (Metro COG) Policy Board, Transportation Improvement Program, Transit Development Plan, Long Range Transportation Plan, U-Pass Program, and other transit and human service agencies

Products	Completion Date
Ridership and Operations/Performance Reports	Monthly
Annual Ridership and Statistical Report	1st Quarter
Farebox Revenue Analyses	Quarterly
10-Year Financial Plan	2nd Quarter
5-Year Capital Improvement Plan	3rd Quarter
Asset Management Plan Update	1st Quarter
Safety and Security Analysis	Ongoing
Marketing and social media	Ongoing
Meeting Participation	Monthly

Appendix K **– Metro COG's** Adopting Resolution and Meeting Minutes from the September 17, 2026 Policy Board Meeting (when approved)

Fargo-Moorhead Metropolitan Council of Governments

Resolution 2026-R030

Resolution Adopting Metro COG's 2027-2028 Unified Planning Work Program (UPWP) & Budget

WHEREAS, the Fargo-Moorhead Metropolitan Council of Governments (Metro COG) has been designated by the Governors of North Dakota and Minnesota as the Metropolitan Planning Organization (MPO) for the greater Fargo, North Dakota – Moorhead, Minnesota metropolitan area; and

WHEREAS, the North Dakota Department of Transportation (NDDOT) by agreement with the Minnesota Department of Transportation (MnDOT), is the lead agency in providing Federal Highway Administration (FHWA) Planning Funds (PL) and Federal Transit Administration (FTA) Section 5303 funds in a combined Consolidated Planning Grant (CPG); and

WHEREAS, Metro COG is required to complete a Unified Planning Work Program (UPWP) and accompanying Budget every year, utilizing CPG funds for operations and overhead, as well as programmed planning projects that have been reviewed and approved by the Policy Board; and

WHEREAS, Metro COG staff has prepared a proposed project list and budget for 2027 and 2028 which requires adoption by the Metro COG Policy Board for submittal to NDDOT in order to prepare an annual contract to program and distribute CPG funds;

NOW, THEREFORE, BE IT RESOLVED, that the Metro COG Policy Board formally adopts the proposed 2027-2028 Unified Planning Work Program (UPWP) document and accompanying Budget, with the inclusion of comments received from NDDOT, MnDOT, FHWA and FTA during their 30-day comment period.

Approved this 17th day of September 2026

Rachel Dwyer
Metro COG Policy Board Vice Chair

Ben Griffith
Metro COG Policy Board Secretary

Resolution 2026-R030 Page 1 of 1

[Insert September 17, 2026 Policy Board meeting minutes here–when approved]

Minnesota MPO Unified Planning Work Program Checklist

MPO: Fargo-Moorhead Metropolitan Council of Governments (Metro COG) Website: fmmetrocog.org

MPO Contact name: Ben Griffith Phone: 701-532-5100 Email: griffith@fmmetrocog.org

UPWP time period: 2027 to 2028

The table below identifies information that should be covered by the MPO's Unified Planning Work Program (UPWP). UPWPs are regulated under 23 CFR 450.308, 23 CFR 420, and FTA Circular C8100.1D. Complete the requested information as applicable.

Regulatory Citation (23 CFR, except when noted otherwise)	**Key Item**	**Review Guidance / Description**	**Included in UPWP?**	**If yes, which page(s)?**	**Comments**
420.111	Cover Page	Include MPO name	(Yes) / No	cover	
		Include calendar years covered by the UPWP	(Yes) / No	cover	
450.308(c)	Title Page	Include MPO name	(Yes) / No	Cover & pp. 1-2	
		Include calendar years covered by the UPWP	(Yes) / No	Cover & pp. 1-2	
		Identify MPO contact person, including name, phone number and email address	(Yes) / No	p. 2	
		Identify the agencies providing funds for the UPWP; Option to include agency logos for easier identification	(Yes) / No	p. 2	
		Include a USDOT disclaimer noting that the document was prepared with federal funds but does not reflect the views or policies of the United States Department of Transportation	(Yes) / No	p. 2	
Best practice	Introduction	Include a table of contents	(Yes) / No	pp. 4-5	
		Include a fully executed MPO resolution approving the UPWP	(Yes) / No	P. 3 & p. 107	
		Include a fully executed federal self-certification document	(Yes) / No	p. 103	

Regulatory Citation (23 CFR, except when noted otherwise)	Key Item	Review Guidance / Description	Included in UPWP?	If yes, which page(s)?	Comments
Best practice	Map	Include a map showing MPO urbanized boundary and the Planning Area boundary	(Yes) / No	pp. 8-9	
Best practice	Staff	List primary MPO staff by name and title	(Yes) / No	p. 88	
Best practice	MPO membership	List of all policy board members, including names and affiliations	(Yes) / No	p. 87	
		List of all technical advisory members, including names and affiliations	(Yes) / No	p. 88	
		List of all technical committee(s) members, including names and affiliations (i.e., bicycle and pedestrian or harbor committees)	(Yes) / No	p. 87	TTC only, other committees are sub-committees with members changing
450.308(b)	Previous year's accomplishments	Summarize the MPO's previous year's accomplishments. This may include major studies completed, number of TIP/MTP amendments, Title VI and environmental justice related activities etc.	(Yes) / No	pp. 33-85	Previous accomplishments are listed throughout the document under program area tasks
Best practice	Meetings	List all proposed policy board meeting dates	(Yes) / No	p. 89	
		List all proposed technical advisory committee and all technical committee meeting dates	(Yes) / No	p. 89	TTC only, sub-committee meeting dates are quarterly or as needed
		Include a note that meeting dates are subject to change	(Yes) / No	p. 89	
450.308(c)	Federal Planning Factors	Discuss the planning priorities for the MPO and the ten federal planning factors	(Yes) / No	pp. 13-19	Federal Planning Factors begin at bottom of p. 15
450.308(c); 420.111(b)(1)	Funding	Include a summary budget table which identifies participating agencies with respective funding commitments by task with line and column totals	(Yes) / No	pp. 92-94	Detailed budgeting contributions by jurisdiction for each planning project and expense

Regulatory Citation (23 CFR, except when noted otherwise)	Key Item	Review Guidance / Description		Included in UPWP?	If yes, which page(s)?	Comments
		Include a funding source table which lists current funding by program source for each task with totals		Yes / No	pp. 23-25	Figure 9 provides a breakdown summary with this information
		Include a funding summary table that shows: federal share by type of fund, matching rate by type of fund, state and/or local matching share, and other state and local funds		Yes / No	pp. 23-25	Figure 9 provides a breakdown summary with this information
420.113	Eligible Expenses	Include a cost allocation plan or link to MPO's cost allocation plan		Yes / No	pp. 95-100	Explanation and overhead cost table included
		Ensure all costs are eligible under the Metropolitan Planning funds		Yes / No	pp. 95-100	Explanation and overhead cost table included
450.308(c); 450.308(c); 420.111(b)(1)	Work Plan Elements Best practice examples: • Portland, OR - Oregon Metro 2022 UPWP • Omaha, NE - MAPA FY2021 UPWP • Southeastern Wisconsin MPO - SEWRPC 2022 Overall Work Program	Task Identification	Include task number and title	Yes / No		
		Purpose	Discuss the purpose of the work element and/or individual work item/activity with at least two objectives	Yes / No		
		Description	Include a brief description of each individual work item/activity in sufficient detail to indicate who (e.g., MPO, State, public transportation operator, local government, or consultant) will perform the work	Yes / No		
		Final product(s)	Identify in sufficient detail the resulting products	Yes / No		
		Hours	Estimate the number of hours for work activities	Yes / No		
		Schedule	Include insufficient detail the schedule for completing the work (i.e., estimated milestone or benchmark	Yes / No		

Regulatory Citation (23 CFR, except when noted otherwise)	Key Item	Review Guidance / Description		Included in UPWP?	If yes, which page(s)?	Comments
			dates as well as end dates)			
		Funding	• In sufficient detail estimate the proposed funding by major activity and task • In sufficient detail to indicate a summary of the total amounts and sources of Federal and matching funds • A description of work to be accomplished and cost estimates by activity or task	(Yes) / No		
		Completion date	Identify the anticipated completion date or note if ongoing activity; identify previous work if task is a continuing item	(Yes) / No		
450.316	Public Participation	Ensure work program follows MPO's public participation plan		(Yes) / No		
		Ensure work program elements include public participation components that are compliant with 23 CFR 450.316		(Yes) / No		
		Ensure document is publicly accessible		(Yes) / No		
Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d et seq.	Title VI	Ensure work program includes Title VI requirements		(Yes) / No		
Executive Order 13166	Language Access Plan	Ensure document complies with Limited English Proficiency requirements		(Yes) / No		
Americans with Disabilities Act Title II	ADA compliance	Ensure document is accessible		(Yes) / No		
IIJA – new ruling	2.5% Safe & Accessible Fund set-aside	Identify Safe & Accessible Transportation Option set-aside activities are This needs to account for a minimum of 2.5% of the MPO federal funds		(Yes) / No	p. 26	

MPO comments: none at this time – 10/7/2026