

March 4, 2026

GDOT and FHWA  
Office of Planning  
600 W Peachtree Street NW  
Atlanta, GA 30308

## **FY2026 UPWP Administrative Modification- Budget Line-Item Adjustments and Format Update**

This Administrative Modification updates the FY2026 UPWP to reflect a revised presentation of the budget tables and a reallocation of FHWA PL funds only between several tasks. The overall UPWP budget total remains unchanged, and no state or local match amounts were altered. All activities remain within the approved scope of work.

### **1. Budget Table Format Update**

**The FY2026 budget pages were reformatted to improve clarity and consistency. Enhancements include:**

- Standardized presentation of labor, travel, contracts, supplies, and indirect costs
- Improved alignment and organization of each task's budget table
- More cohesive grouping of line items across similar tasks
- Cleaner display of subtotals and overall totals

### **2. FTA 5303 Budget Format Update (No Funding Change)**

The FTA 5303 section of the UPWP was reformatted to ensure consistency with the annual FTA grant application and to better align with the required Activity Line Items (ALIs).

**Updates include:**

- Reorganizing 5303 expenses into required ALI categories
- Adding ALI descriptions directly to the UPWP budget table
- Presenting the 5303 budgets in the same format as the grant submission
- Improving clarity and cohesiveness with the FHWA budget section

No amount changes were made to the 5303 budgets.

### **3. Reallocation of FHWA PL Funds Between Tasks**

To better align the budget with current program needs, FHWA PL funds were redistributed among existing tasks. No change occurred to the total UPWP budget or any non-FHWA funding source.

#### **FHWA Funds Decreased From: (Total Change= -\$12,000)**

3.3 Inter-/Multi-Modal Planning: – \$4,000

5.2 Long Range Planning: – \$8,000

#### **FHWA Funds Increased To: (Total Change= \$12,000)**

1.2 UPWP: + \$6,000

1.3 Staff Education & Training: + \$6,000

These adjustments reflect internal needs for UPWP preparation and modifications and increased training and travel requirements for staff. No scope, deliverables, or task purpose changed as a result.

Because this action does not change the total UPWP budget or alter the scope of any work element and only involves redistribution of FHWA funds, this update qualifies as an Administrative Modification under standard UPWP amendment procedures.

Sincerely,



Kayla Frey

MPO Planner/ Coordinator

1. Budget Table Format Update:

FY2026 Valdosta-Lowndes MPO UPWP Budget Summary Report (FHWA Funds)						
Work Element	Federal Highway Administration Funds				FHWA Total	
	Federal \$	State \$	SGRC \$	Local \$		
<b>1.0 Administration</b>	<b>\$ 64,475.79</b>	<b>\$ -</b>	<b>\$ 3,223.79</b>	<b>\$ 12,895.16</b>	<b>\$ 80,594.74</b>	
1.1 Administration	\$ 43,521.16	\$ -	\$ 2,176.06	\$ 8,704.23	\$ 54,401.45	
1.2 UPWP	\$ 4,835.68	\$ -	\$ 241.78	\$ 967.14	\$ 6,044.61	
1.3 Staff Education	\$ 9,671.37	\$ -	\$ 483.57	\$ 1,934.27	\$ 12,089.21	
1.4 Computer Systems	\$ 6,447.58	\$ -	\$ 322.39	\$ 1,289.52	\$ 8,059.48	
<b>2.0 Public Participation</b>	<b>\$ 6,447.58</b>	<b>\$ -</b>	<b>\$ 322.38</b>	<b>\$ 1,289.52</b>	<b>\$ 8,059.47</b>	
2.1 Public Participation	\$ 6,447.58	\$ -	\$ 322.38	\$ 1,289.52	\$ 8,059.47	
<b>3.0 Data, GIS, System Planning</b>	<b>\$ 48,356.84</b>	<b>\$ -</b>	<b>\$ 2,417.84</b>	<b>\$ 9,671.37</b>	<b>\$ 60,446.05</b>	
3.1 GIS/Travel Demand Model	\$ 9,671.37	\$ -	\$ 483.57	\$ 1,934.27	\$ 12,089.21	
3.2 Land Use Planning	\$ 14,507.05	\$ -	\$ 725.35	\$ 2,901.41	\$ 18,133.82	
3.3 Inter-/Multi-Modal Planning	\$ 11,283.26	\$ -	\$ 564.16	\$ 2,256.65	\$ 14,104.08	
3.4 System Analysis	\$ 12,895.16	\$ -	\$ 644.77	\$ 2,579.03	\$ 16,118.96	
<b>4.0 Safe Accessible Transportation Options</b>	<b>\$ -</b>	<b>\$ -</b>			<b>\$ -</b>	
<b>5.0 Transportation System Planning</b>	<b>\$ 41,909.26</b>	<b>\$ -</b>	<b>\$ 2,095.45</b>	<b>\$ 8,381.85</b>	<b>\$ 52,386.57</b>	
5.1 Transportation Improvement Program	\$ 14,507.04	\$ -	\$ 725.35	\$ 2,901.41	\$ 18,133.80	
5.2 Long Range Planning	\$ 27,402.20	\$ -	\$ 1,370.11	\$ 5,480.45	\$ 34,252.76	
5.3 Transit Planning		\$ -	\$ -	\$ -	\$ -	
<b>Subtotal: MPO PL and Local Match</b>	<b>\$ 161,189.47</b>	<b>\$ -</b>	<b>\$8,059.47</b>	<b>\$ 32,237.89</b>	<b>\$ 201,486.83</b>	
4.1 Increasing Safe & Accesible Trans Options (Y410)	\$ 4,133.06	\$ -	\$ -	\$ -	\$ 4,133.06	
<b>Grand Total (PL Allocation and Y410)</b>	<b>\$ 165,322.53</b>		<b>\$ 8,059.47</b>	<b>\$ 32,237.89</b>	<b>\$ 205,619.89</b>	
5.4 Special Studies (2050 VLMPO MTP)	\$ 240,000.00	\$ -	\$ -	\$60,000	\$ 300,000.00	
Special Available	\$ 117,273.32	\$ -	\$ -	\$ 23,454.66	\$ 300,000.00	
Available	\$ 282,595.85	\$ -	\$ 8,059.47	\$ 55,692.55	\$ 346,347.88	

## 2. FTA 5303 Budget Format Update (No Funding Change):

FY2026 Valdosta-Lowndes MPO UPWP Budget Summary Report (FTA 5303 Funds)						
Work Element		Federal Transit Administration Funds				FTA Total
		Federal \$ (80%)	State \$ (10%)	Local \$ (10%)	Total Budgeted Match	
44.21.00	Program Support Administration	\$ 14,344.00	\$ 1,793.00	\$ 1,792.99	\$ 3,585.99	\$ 17,930.00
44.22.00	General Development/Comprehensive Planning	\$ 4,565.00	\$ 570.63	\$ 570.69	\$ 1,141.32	\$ 5,707.00
44.23.01	Long-term Transportation Plan-System Level	\$ 35,864.00	\$ 4,483.00	\$ 4,482.99	\$ 8,965.99	\$ 44,830.00
44.24.00	Short Range Transportation Planning	\$ 3,260.00	\$ 407.49	\$ 407.51	\$ 815.00	\$ 4,075.00
44.25.00	Transportation Improvement Program	\$ 3,260.00	\$ 407.49	\$ 407.51	\$ 815.00	\$ 4,075.00
44.27.00	Other Activities	\$ 3,912.00	\$ 489.00	\$ 488.99	\$ 977.99	\$ 4,890.00
<b>Subtotal: FY26 Allocation</b>		<b>\$ 65,205.00</b>	<b>\$ 8,151</b>	<b>\$ 8,152</b>	<b>\$ 16,301.29</b>	<b>\$ 81,507.00</b>

### 44.21.00 Program Support Administration

The VLMPO will continue to adhere to Federal and State regulations by maintaining accurate records for contracts overseen by the VLMPO. Coordinate meetings for VLMPO committees and oversee transportation planning efforts within the VLMPO area. Revise the VLMPO Memorandum of Understanding (MOU) as needed to encompass all relevant parties and regulatory requirements. Update the VLMPO Committee orientation handbook as necessary to familiarize new committee members with the VLMPO transportation planning process. The SGRC will continue to assign staff to carry out VLMPO activities. This staff will serve as local experts in transportation, offering assistance to planning partners in transportation project development, fostering consensus, and adding value in alternatives analysis. They will also facilitate shared planning products and provide a platform for regional decision-making. Collaborating with GDOT and surrounding jurisdictions/agencies, staff will uphold a comprehensive, coordinated, continuous, regional, multi-modal transportation planning process.

### 44.22.00 General Development and Comprehensive Planning

Staff is planning to develop a Southern Georgia Coordinated Human Services Transportation Plan aimed at fostering partnerships, utilizing GIS mapping to identify underserved populations (Title VI/EJ, Seniors, Disabled, etc), and enhancing trip generation. The plan will address short-term goals related to mobility access, as well as long-term core goals focused on improving accessibility and mobility to regional activity centers. It will also consider the evolving needs and demands of the City of Valdosta's urban public transit system in alignment with the direction of local governments.

### 44.23.01 Long- Range Transportation Planning (LRTP)

The VLMPO has completed a Transit-Oriented Development Guidebook and will work to integrate its recommendations into the 2050 Metropolitan Transportation Plan (MTP) and the Regional Transit Development Plan to address long-term planning goals. This will include a high-level analysis of the Valdosta On-Demand Public Transit System and the Rural Transit system within the MTP.

### 44.24.00 Short Range Transportation Planning

The VLMPO has completed a Transit-Oriented Development Guidebook and will work to integrate its recommendations into the 2050 Metropolitan Transportation Plan (MTP) and the Regional Transit Development Plan to address recommended short-term planning goals within completed plans.

### 44.25.00 Transportation Improvement Program

The VLMPO will continue to Work with GDOT and local transit operators to update and amend the TIP, MTP, and System Performance Report, incorporating National and State highway and transit performance targets, measures, and projects. Continue to collaborate on transit planning efforts with rural transit and human service providers.

### 44.27.00 Other Activities

Staff will continue to participate in professional conferences and boards to maintain expertise in the transportation planning process. This includes areas such as staff development, performance measures, Environmental Justice/ADA/Title VI compliance, transportation planning, GIS, visualization techniques, and emerging innovations. Potential conferences for staff and committee members may include (with cost estimates for registration, travel, and salary in parentheses): GA Planning Association (\$2200 x2), GA Transit Association (\$2200 x2), Community Transportation of America (\$2200 x2), American Planning Association (\$5000), National Planning Conference (\$5000), Transportation Research Board (\$5000), GA Association of MPOs, National Association of MPOs (\$4000), GA Highway Safety Conference (\$2200), National Association of Development Organizations (\$4000), Georgia Association of Regional Commissions, as well as training sessions offered by FHWA, FTA, GDOT, NTHI, or NHI.

Travel expenses will follow SGRC Travel Policies and Federal per diem rates. Costs not related to training and education events are covered in other work elements of the VLMPO FY25 UPWP. While staff may not attend all the listed conferences/trainings as all related trainings/conferences are not inclusive on this list, these represent potential opportunities relevant to the role of VLMPO/Transportation staff.

### 3.Reallocation of FHWA PL Funds Between Tasks:

FY2026 Valdosta-Lowndes MPO UPWP Budget Summary Report (FHWA Funds)										
		Federal Highway Administration Funds				FHWA Total				
Work Element		Federal \$	State \$	SGRC \$	Local \$			%	Budget Adjustment	Revised PL Budget 3/3/2026
<b>1.0</b>	<b>Administration</b>	\$ 64,475.78	\$ -	\$ 3,223.79	\$ 12,895.16	\$ 80,594.73	40%	\$ 12,000.00	\$ 92,594.73	
	1.1 Administration	\$ 43,521.15	\$ -	\$ 2,176.06	\$ 8,704.23	\$ 54,401.44	27%	\$ -	\$ 54,401.44	
	1.2 UPWP	\$ 4,835.68	\$ -	\$ 241.78	\$ 967.14	\$ 6,044.60	3%	\$ 6,000.00	\$ 12,044.60	
	1.3 Staff Education	\$ 9,671.36	\$ -	\$ 483.58	\$ 1,934.27	\$ 12,089.21	6%	\$ 6,000.00	\$ 18,089.21	
	1.4 Computer Systems	\$ 6,447.57	\$ -	\$ 322.38	\$ 1,289.52	\$ 8,059.47	4%	\$ -	\$ 8,059.47	
<b>2.0</b>	<b>Public Participation</b>	\$ 6,447.57	\$ -	\$ 322.38	\$ 1,289.52	\$ 8,059.47	4%	\$ -	\$ 8,059.47	
	2.1 Public Participation	\$ 6,447.57	\$ -	\$ 322.38	\$ 1,289.52	\$ 8,059.47	4%	\$ -	\$ 8,059.47	
<b>3.0</b>	<b>Data, GIS, System Planning</b>	\$ 48,356.83	\$ -	\$ 2,417.85	\$ 9,671.37	\$ 60,446.05	30%	\$ (4,000.00)	\$ 56,446.05	
	3.1 GIS/Travel Demand Model	\$ 9,671.36	\$ -	\$ 483.58	\$ 1,934.27	\$ 12,089.21	6%	\$ -	\$ 12,089.21	
	3.2 Land Use Planning	\$ 14,507.05	\$ -	\$ 725.35	\$ 2,901.41	\$ 18,133.81	9%	\$ -	\$ 18,133.81	
	3.3 Inter-/Multi-Modal Planning	\$ 11,283.26	\$ -	\$ 564.17	\$ 2,256.65	\$ 14,104.08	7%	\$ (4,000.00)	\$ 10,104.08	
	3.4 System Analysis	\$ 12,895.15	\$ -	\$ 644.77	\$ 2,579.03	\$ 16,118.95	8%	\$ -	\$ 16,118.95	
<b>4.0</b>	<b>Safe Accessible Transportation Options</b>	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	
<b>5.0</b>	<b>Transportation System Planning</b>	\$ 41,909.26	\$ -	\$ 2,095.47	\$ 8,381.85	\$ 52,386.58	26%	\$ (8,000.00)	\$ 44,386.58	
	5.1 Transportation Improvement Program	\$ 14,507.05	\$ -	\$ 725.35	\$ 2,901.41	\$ 18,133.81	9%	\$ -	\$ 18,133.81	
	5.2 Long Range Planning	\$ 27,402.20	\$ -	\$ 1,370.12	\$ 5,480.44	\$ 34,252.76	17%	\$ (8,000.00)	\$ 26,252.76	
	5.3 Transit Planning	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -	
	<b>Subtotal: MPO PL and Local Match</b>	\$ 161,189.44	\$ -	\$ 8,059.49	\$ 32,237.90	\$ 201,486.83	100%	\$ -	\$ 201,486.83	
	4.1 Increasing Safe & Accessible Trans Options (Y410)	\$ 4,133.06	\$ -	\$ -	\$ -	\$ 4,133.06	100%	\$ -	\$ 4,133.06	
	<b>Grand Total (PL Allocation and Y410)</b>	\$ 165,322.50	\$ -	\$ 8,059.49	\$ 32,237.90	\$ 205,619.89				
	5.4 Special Studies (2050 VLMPO MTP)	\$ 240,000.00	\$ -	\$ -	\$ 60,000	\$ 300,000.00	0%	\$ -	\$ 300,000.00	
	Special Available	\$ 117,273.32	\$ -	\$ -	\$ 23,454.66	\$ 300,000.00				
	Available	\$ 282,595.85	\$ -	\$ 8,059.49	\$ 55,692.56	\$ 346,347.90				

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REVISED FY2026 Valdosta-Lowndes MPO UPWP Budget Summary Report (FHWA Funds)									
		Federal Highway Administration Funds				FHWA Total			
Work Element		Federal \$	State \$	SGRC \$	Local \$			%	
<b>1.0</b>	<b>Administration</b>	\$ 74,075.78	\$ -	\$ 3,703.79	\$ 14,815.16	\$ 92,594.73	40%		
	1.1 Administration	\$ 43,521.15	\$ -	\$ 2,176.06	\$ 8,704.23	\$ 54,401.44	27%		
	1.2 UPWP	\$ 9,635.68	\$ -	\$ 481.78	\$ 1,927.14	\$ 12,044.60	3%		
	1.3 Staff Education	\$ 14,471.36	\$ -	\$ 723.58	\$ 2,894.27	\$ 18,089.21	6%		
	1.4 Computer Systems	\$ 6,447.57	\$ -	\$ 322.38	\$ 1,289.52	\$ 8,059.47	4%		
<b>2.0</b>	<b>Public Participation</b>	\$ 6,447.57	\$ -	\$ 322.38	\$ 1,289.52	\$ 8,059.47	4%		
	2.1 Public Participation	\$ 6,447.57	\$ -	\$ 322.38	\$ 1,289.52	\$ 8,059.47	4%		
<b>3.0</b>	<b>Data, GIS, System Planning</b>	\$ 45,156.83	\$ -	\$ 2,257.85	\$ 9,031.37	\$ 56,446.05	30%		
	3.1 GIS/Travel Demand Model	\$ 9,671.36	\$ -	\$ 483.58	\$ 1,934.27	\$ 12,089.21	6%		
	3.2 Land Use Planning	\$ 14,507.05	\$ -	\$ 725.35	\$ 2,901.41	\$ 18,133.81	9%		
	3.3 Inter-/Multi-Modal Planning	\$ 8,083.26	\$ -	\$ 404.17	\$ 1,616.65	\$ 10,104.08	7%		
	3.4 System Analysis	\$ 12,895.15	\$ -	\$ 644.77	\$ 2,579.03	\$ 16,118.95	8%		
<b>4.0</b>	<b>Safe Accessible Transportation Options</b>	\$ -	\$ -	\$ -	\$ -	\$ -	0%		
<b>5.0</b>	<b>Transportation System Planning</b>	\$ 35,509.26	\$ -	\$ 1,775.47	\$ 7,101.85	\$ 44,386.58	26%		
	5.1 Transportation Improvement Program	\$ 14,507.05	\$ -	\$ 725.35	\$ 2,901.41	\$ 18,133.81	9%		
	5.2 Long Range Planning	\$ 21,002.20	\$ -	\$ 1,050.12	\$ 4,200.44	\$ 26,252.76	17%		
	5.3 Transit Planning	\$ -	\$ -	\$ -	\$ -	\$ -	0%		
	<b>Subtotal: MPO PL and Local Match</b>	\$ 161,189.44	\$ -	\$ 8,059.49	\$ 32,237.90	\$ 201,486.83	100%		
	4.1 Increasing Safe & Accessible Trans Options (Y410)	\$ 4,133.06	\$ -	\$ -	\$ -	\$ 4,133.06	100%		
	<b>Grand Total (PL Allocation and Y410)</b>	\$ 165,322.50	\$ -	\$ 8,059.49	\$ 32,237.90	\$ 205,619.89			
	5.4 Special Studies (2050 VLMPO MTP)	\$ 240,000.00	\$ -	\$ -	\$ 60,000	\$ 300,000.00	0%		
	Special Available	\$ 117,273.32	\$ -	\$ -	\$ 23,454.66	\$ 300,000.00			
	Available	\$ 282,595.85	\$ -	\$ 8,059.49	\$ 55,692.56	\$ 346,347.90			