



POB 383 / Dover, DE 19903 / <http://www.doverkentmpo.org> / 302.387.6030 FAX: 302.387.6032

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September 5, 2024

Pamela Steinebach  
DeIDOT Planning Director

Dear Ms. Steinebach:

This letter is to document that on September 4, 2024, the Dover Kent County MPO Council made the following amendment to its FY25 UPWP:

**Add Project #25-10.17 Milford Slaughter Beach Shared Use Path**

Task #25-10 Transportation Planning Studies & Projects will be increased by \$90,000.00

Total FY25 UPWP budget will be increased to \$1,252,500.00

Dover Kent MPO has been awarded a USDOT TCP Capacity Building Subgrant. The award is 100% federal funds and will be paid directly to the MPO through the Main Street America Thriving Communities Program.

This amendment does not require additional funding from any MPO partners and, therefore, does not require a new PL Agreement.

Should you have any questions, please contact me at 302-387-6030.

Sincerely,

Marilyn J. Smith  
Executive Director

cc: Douglas Atkin, FHWA Delaware Division Administrator  
Enos Han, FHWA Delaware Division  
Cooper Bower, DeIDOT Planning  
Humaira Nabeela, DeIDOT Planning  
Stephen Bayer, DeIDOT Planning  
Mike DuRoss, DeIDOT Planning  
Beth Hermansader, DeIDOT Planning  
Lanie Clymer, DeIDOT Director of Finance

MJS/mvv

Version that was adopted on May 8, 2024 as part of the FY25 UPWP:

FY25 Funding & Budget												
	% of Staff Effort	80% Federal Funds			Total Federal	20% State & Local Match				Total Match	JPWP Project Task Budget	
		FHWA	FTA	15%		DeIDOT FHWA	16.25%	DeIDOT FTA	3.75%			Local Cash Contribution FHWA
25-01 Program Support & Administration	7.00%	\$ 43,832.88	\$ 21,763.74	\$ 65,596.61	\$ 13,325.93	\$ 3,075.21			\$ 16,401.14	\$ 81,997.75		
25-02 Unified Planning Work Program (JPWP)	4.00%	\$ 30,459.26	\$ 7,029.06	\$ 37,488.32	\$ 7,614.82	\$ 1,757.27			\$ 9,372.08	\$ 46,860.40		
25-03 Public Outreach & Education	9.00%	\$ 68,533.34	\$ 15,815.39	\$ 84,348.72	\$ 17,133.33	\$ 3,953.85			\$ 21,087.18	\$ 105,435.90		
25-04 Transportation Improvement Program (TIP)	3.00%	\$ 22,844.45	\$ 5,271.80	\$ 28,116.24	\$ 5,711.11	\$ 1,317.95			\$ 7,029.06	\$ 35,145.30		
25-05 Data Collection, Management & Distribution	4.00%	\$ 30,459.26	\$ 7,029.06	\$ 37,488.32	\$ 7,614.82	\$ 1,757.27			\$ 9,372.08	\$ 46,860.40		
25-06 Planning Compliance & Technical Assistance	3.00%	\$ 22,844.45	\$ 5,271.80	\$ 28,116.24	\$ 5,711.11	\$ 1,317.95			\$ 7,029.06	\$ 35,145.30		
25-07 Air Quality Analysis, Coordination & Outreach	3.00%	\$ 22,844.45	\$ 5,271.80	\$ 28,116.24	\$ 5,711.11	\$ 1,317.95			\$ 7,029.06	\$ 35,145.30		
25-08 Metropolitan Transportation Plan (MTP)	8.00%	\$ 60,918.52	\$ 14,058.12	\$ 74,976.64	\$ 15,229.63	\$ 3,514.53			\$ 18,744.16	\$ 93,720.80		
25-09 Support 3C Planning Process, Regional Project Implementation	5.00%	\$ 38,074.08	\$ 8,786.33	\$ 46,860.40	\$ 9,518.52	\$ 2,196.58			\$ 11,715.10	\$ 58,575.50		
25-10 Transportation Planning Studies & Projects	49.00%	\$ 373,125.94	\$ 86,105.99	\$ 459,231.92	\$ 68,297.11	\$ 15,760.87		\$ 24,984.38	\$ 114,807.98	\$ 574,039.90		
25-11 Continuing Projects	5.00%	\$ 38,074.08	\$ 8,786.33	\$ 46,860.40	\$ 9,518.52	\$ 2,196.58			\$ 11,715.10	\$ 58,575.50		
<b>Total FY25 Apportionment</b>	<b>100.00%</b>	<b>\$ 752,010.67</b>	<b>\$ 185,189.38</b>	<b>\$ 937,200.05</b>	<b>\$ 165,386.00</b>	<b>\$ 38,166.00</b>	<b>\$ 203,552.00</b>	<b>\$ 24,984.38</b>	<b>\$ 234,302.00</b>	<b>\$ 1,171,510.00</b>		
											DeIDOT	\$ 30,750.00
											Local Match	\$ 30,750.00

25-10 Transportation Planning includes  
2.5% Complete Streets set-aside

Modified version provided by DeIDOT following review of the adopted FY25 UPWP:

FY25 Funding & Budget											
	80% Federal Funds				20% State & Local Match				Total Match	UPWP Project Task Budget	
	FHWA	FTA	Total Federal		DeIDOT FHWA	DeIDOT FTA	Local Cash Contribution FHWA	Local Cash Contribution FTA			
% of Staff Effort	56%	24%		13.88%	3.47%	2.12%	0.53%				
25-01 Program Support & Administration	\$ 45,570.00	\$ 19,530.00	\$ 65,100.00	\$ 13,020.00	\$ 3,255.00			\$ 16,275.00	\$ 81,375.00		
25-02 Unified Planning Work Program (UPWP)	\$ 26,040.00	\$ 11,160.00	\$ 37,200.00	\$ 7,440.00	\$ 1,860.00			\$ 9,300.00	\$ 46,500.00		
25-03 Public Outreach & Education	\$ 58,590.00	\$ 25,110.00	\$ 83,700.00	\$ 16,740.00	\$ 4,185.00			\$ 20,925.00	\$ 104,625.00		
25-04 Transportation Improvement Program (TIP)	\$ 19,530.00	\$ 8,370.00	\$ 27,900.00	\$ 5,580.00	\$ 1,395.00			\$ 6,975.00	\$ 34,875.00		
25-05 Data Collection, Management & Distribution	\$ 26,040.00	\$ 11,160.00	\$ 37,200.00	\$ 7,440.00	\$ 1,860.00			\$ 9,300.00	\$ 46,500.00		
25-06 Planning Compliance & Technical Assistance	\$ 19,530.00	\$ 8,370.00	\$ 27,900.00	\$ 5,580.00	\$ 1,395.00			\$ 6,975.00	\$ 34,875.00		
25-07 Air Quality Analysis, Coordination & Outreach	\$ 19,530.00	\$ 8,370.00	\$ 27,900.00	\$ 5,580.00	\$ 1,395.00			\$ 6,975.00	\$ 34,875.00		
25-08 Metropolitan Transportation Plan (MTP)	\$ 52,080.00	\$ 22,320.00	\$ 74,400.00	\$ 14,880.00	\$ 3,720.00			\$ 18,600.00	\$ 93,000.00		
25-09 Support 3C Planning Process, Regional Project Implementation	\$ 32,550.00	\$ 13,950.00	\$ 46,500.00	\$ 9,300.00	\$ 2,325.00			\$ 11,625.00	\$ 58,125.00		
25-10 Transportation Planning Studies & Projects	\$ 318,990.00	\$ 136,710.00	\$ 455,700.00	\$ 66,540.00	\$ 16,635.00	\$ 24,600.00	\$ 6,150.00	\$ 113,925.00	\$ 569,625.00		
25-11 Continuing Projects	\$ 32,550.00	\$ 13,950.00	\$ 46,500.00	\$ 9,300.00	\$ 2,325.00			\$ 11,625.00	\$ 58,125.00		
<b>Total FY25 Apportionment</b>	<b>\$ 651,000.00</b>	<b>\$ 279,000.00</b>	<b>\$ 930,000.00</b>	<b>\$ 161,400.00</b>	<b>\$ 40,350.00</b>	<b>\$ 24,600.00</b>	<b>\$ 6,150.00</b>	<b>\$ 232,500.00</b>	<b>\$ 1,162,500.00</b>		
				DeIDOT	\$ 201,750.00	Local Match	\$ 30,750.00				

25-10 Transportation Planning includes



Amended version to include the Milford Slaughter Beach Thriving Communities project grant:

FY25 Funding & Budget												
	80% Federal Funds			20% State & Local Match					TCP (all federal, no match)	UPWP Project Task Budget		
	FHWA	FTA	Total Federal	DeIDOT FHWA	DeIDOT FTA	Local Cash Contribution FHWA	Local Cash Contribution FTA	Total Match				
% of Staff Effort	56%	24%		13.88%	3.47%	2.12%	0.53%					
25-01 Program Support & Administration	\$ 45,570.00	\$ 19,530.00	\$ 65,100.00	\$ 13,020.00	\$ 3,255.00			\$ 16,275.00	\$ 81,375.00			
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25-04 Transportation Improvement Program (TIP)	\$ 19,530.00	\$ 8,370.00	\$ 27,900.00	\$ 5,580.00	\$ 1,395.00			\$ 6,975.00	\$ 34,875.00			
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25-10 Transportation Planning Studies & Projects	\$ 318,990.00	\$ 136,710.00	\$ 455,700.00	\$ 66,540.00	\$ 16,635.00	\$ 24,600.00	\$ 6,150.00	\$ 113,925.00	\$ 659,625.00			
25-11 Continuing Projects	\$ 32,550.00	\$ 13,950.00	\$ 46,500.00	\$ 9,300.00	\$ 2,325.00			\$ 11,625.00	\$ 58,125.00			
<b>Total FY25 Apportionment</b>	<b>\$ 651,000.00</b>	<b>\$ 279,000.00</b>	<b>\$ 930,000.00</b>	<b>\$ 161,400.00</b>	<b>\$ 40,350.00</b>	<b>\$ 24,600.00</b>	<b>\$ 6,150.00</b>	<b>\$ 232,500.00</b>	<b>\$ 90,000.00</b>			
				DeIDOT \$ 201,750.00		Local Match \$ 30,750.00						

25-10 Transportation Planning includes