



UNIFIED PLANNING WORK PROGRAM

for the

***DOVER KENT COUNTY
METROPOLITAN PLANNING ORGANIZATION***

FISCAL YEAR 2026

July 1, 2025 through June 30, 2026

Adoption on _____

Prepared at the Direction of the
Dover Kent County Metropolitan Planning Organization Council

The preparation of this document was financed in part with funds provided by the Federal Government, including the Federal Transit Administration, through the Joint Funding Simplification Program, and the Federal Highway Administration of the United States Department of Transportation.

The Dover Kent MPO is committed to Title VI compliance. Title VI states “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.”

Placeholder for signed resolution

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INTRODUCTION

The Dover Kent County MPO (Dover Kent MPO) is the metropolitan planning organization (MPO) for the whole of Kent County, Delaware. In order to qualify for any federal transportation funding, every metropolitan area in the United States with a population of over 50,000 must have a designated “Metropolitan Planning Organization” (MPO) for transportation. The purpose of each MPO is to provide a forum for state and local officials, and the public, to discuss transportation issues and reach a consensus on transportation plans and specific programs and projects. The U.S. Department of Transportation relies on each MPO to make sure transportation projects that use federal funds are the products of a continuing, comprehensive, and cooperative planning process, and meet the priorities of the metropolitan area. To emphasize the importance of the MPO process, the USDOT will not approve the federal funding of transportation projects unless they are on the MPO’s transportation improvement plan.

Dover Kent MPO was established in 1992 with a primary focus on the City of Dover, Delaware. However, the Urbanized Area (UA) boundary has continued to grow after each decennial Census. In January 2020, the Dover Kent MPO planning area boundary was clarified as being the “whole” of Kent County, Delaware. Two Kent County municipalities, which have annexed properties into neighboring counties, will require additional coordination with adjacent transportation planning agencies. The Town of Smyrna, which has annexed properties in New Castle County, Delaware will coordinate with the Wilmington Area Planning Council (WILMAPCO) and the City of Milford which annexed properties in Sussex County, will coordinate with DelDOT. The MPO is a major contributor and coordinator to transportation policies and plans impacting citizens in Kent County and the 20 municipalities within Kent County, Delaware.

The Fixing America's Surface Transportation Act (FAST), passed in 2015, requires the Metropolitan Planning Organization (MPO), in cooperation with the State and operators of publicly owned transit services, to develop a Unified Planning Work Program (UPWP). The Bipartisan Infrastructure Law (BIL), passed in 2021, continues the Metropolitan Planning Program, which requires the MPO, in cooperation with the State and operators of publicly owned transit services, to develop a Unified Planning Work Program (UPWP). The purpose of the UPWP is to present the planning priorities facing the metropolitan planning area and describe all metropolitan transportation and transportation-related air quality planning activities anticipated therein during the next fiscal year, regardless of funding sources or agencies conducting activities. The discussion should be provided in sufficient detail to indicate who will perform the work, the schedule for completing it, and the products that will be produced.

Every effort has been made to include all of the member agencies of Dover Kent MPO as well as representatives of the Technical and Public Advisory Committees in the compilation of this work program.

MISSION

The MPO serves as a cooperative regional forum for the development of transportation system plans and programs and for the resolution of transportation planning-related issues in the MPO's designated region. Dover Kent MPO's mission is to ensure the implementation of the most efficient multi-modal transportation plans and programs which meet the requirements of the Federal Clean Air Act Amendments (CAAA) of 1990 and FAST.

Dover Kent MPO uses the Comprehensive, Continuing and Cooperative (3-C) metropolitan transportation system planning process. This process is also utilized by the member agencies of the MPO Council.

VISION AND STRATEGIC GOALS

Dover Kent MPO is guided by the following statement of vision:

“The future transportation system in the Dover Kent County Metropolitan region is safe, resilient, and sustainable, supports economic development, allows easy access and mobility for all people and goods to reach their destinations, and serves desired growth patterns in a manner that is fair and just to all people and respectful of community character and our natural environment.”

Dover Kent MPO has identified six primary themes and goals to advance the vision.

THEME 1: Enhanced Mobility – Network Continuity

The work of the Dover Kent MPO is targeted at improving the overall transportation system, ensuring that all modes of transportation are reasonably accommodated to the greatest extent possible in a seamless, safe, and integrated network of transportation alternatives. As transportation needs and preferences are ever evolving we seek opportunities to enhance existing transportation infrastructure, incorporate new modes of travel, and promote utilization of advances in transportation technologies.

GOAL 1: *To foster the evolution of a seamless Transportation System for all modes of travel that is safe, efficient, continuous, and fluid that effectively accommodates local, regional, and interstate transportation.*

THEME 2: Inter-Jurisdictional Coordination & Concurrency

As a regional transportation planning agency representing all of Kent County, Delaware and the twenty (20) municipalities therein, Dover Kent MPO plays a significant unifying role in transportation planning with respect to inter-jurisdictional communication, information gathering, identification of local and regional challenges and opportunities for the future, and synthesizing this information into a coherent, fair, and accurate regional model for future growth

and transportation investment. This work involves developing plans and support mechanisms to advance local, regional and state growth management, planning and investment strategies.

GOAL 2: *To synthesize State, Regional and Local Transportation Objectives into a unified Vision and Implementation Plan for Central Delaware.*

THEME 3: Economic Vitality

The health and vitality of our local and regional economy is dependent upon an efficient, effective, and reliable system for the movement and delivery of goods, services and people. The Dover Kent MPO works closely with economic development professionals, the local business community, citizens, and local government leaders to support business activity, address current transportation issues that impact the local and regional economy, and to anticipate and plan for a vibrant economic future.

GOAL 3: *To support an active and growing Business Development Community by proactively planning for transportation investments that strengthen the economic vitality of the Central Delaware Region.*

THEME 4: Social Equity

Dover Kent MPO seeks to maintain and promote a culture of fundamental fairness, equity and inclusion within the practice of transportation planning. Dover Kent MPO strives to establish abundant and accessible ways for all citizens to share their concerns, ideas, and aspirations, and to enjoy meaningful engagement in the transportation planning process. Transportation improvement plans undertaken by Dover Kent MPO shall endeavor to eliminate bias and to eradicate conditions that negatively impact disadvantaged communities and populations wherever such conditions exist. The fair and equitable distribution of transportation planning resources and transportation investments throughout Central Delaware are essential core values of this MPO.

GOAL 4: *To establish opportunity for public participation by all persons in the Transportation Planning Process and to ensure that resultant plans for Transportation Investments are implemented fairly, justly, and equitably in the best interests of all members of the community.*

THEME 5: Resiliency & Sustainability

The degree to which transportation investments can be designed, built, and affordably maintained to withstand and adapt to natural impacts over time without losing their public usefulness or draining public coffers is an important quality of life consideration. As responsible stewards of public financial resources, Dover Kent MPO shall strive to promote transportation investments that minimize impacts to the natural environment, that contribute to improved quality of life for citizens, that are not subject to known threats or vulnerable to damage or destruction due to existing or forecasted environmental influences, and that can be maintained in an efficient and affordable manner.

GOAL 5: *To give preference to Transportation Investments that demonstrate minimized risk of failure, or avoidance of impacts, due to climate change and extreme weather events, that avoid or minimize disruption to natural communities and processes, and that reduce or eliminate the need for future Investments due to obsolescence, climatic damage, or other loss.*

THEME 6: User Experience

For many years, the operational Level of Service emphasis for roadways has been focused almost entirely on motor vehicle travel, roadway capacity for movement of motor vehicles, and the degree to which the volume of the motor vehicle stream causes time delays for motorists. While this Level of Service metric is valuable for understanding and evaluating roadway capacity for motor vehicles, our roadways have evolved and continue to evolve as essential multi-modal travel ways for pedestrians, bicyclists and other non-motorized modes of travel. Dover Kent MPO endeavors to develop metrics that focus on improved safety, security and visual quality of roadways for all modes of travel.

GOAL 6: *To incorporate Quality Level of Service features into Transportation Network Improvement Projects that yield a high level of user satisfaction and positive perceptions of user safety, security, and visual quality.*

REGIONAL PRIORITIES

During calendar year 2024, Dover Kent MPO updated its Metropolitan Transportation Plan (MTP). The 2025 MTP, titled *Innovations 2050*, identifies transportation needs, provides strategies to address those needs, guides transportation investment, and provides a fiscally constrained project list for Kent County's transportation system over the next 25 years. *Innovations 2050* helps shape local, regional, and state strategies for addressing economic growth, safety, congestion, air quality, and public mobility. Through a process of intergovernmental cooperation and coordination at the state, federal and local level, as well as citizen involvement, the primary goal of our *Innovations 2050* plan is to bring all affected parties to the table to acknowledge the unique transportation needs of each locality and region, while providing a forum to address the overall transportation infrastructure growth and development for Kent County, Delaware. *Innovations 2050* was adopted by the Dover Kent MPO Council on January 8, 2025.

ORGANIZATION

MPO COUNCIL

The policy making body of Dover Kent MPO is its Council, which consists of six voting members representing each of the following:

1. Governor of the State of Delaware
2. Mayor of the City of Dover
3. President of the Levy Court of Kent County
4. Secretary of the Delaware Department of Transportation
5. Director of the Delaware Transit Corporation
6. Representative of Kent County Municipalities

The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) sit on the MPO Council as non-voting members.

The current members/representatives to Dover Kent MPO Council are listed below:

1. Robin R. Christiansen, Mayor, City of Dover
2. Jody Sweeney, for Joanne Masten, President, Kent County Levy Court
3. Sharon Bryson, for Matthew Meyer, Governor of Delaware
4. Pamela Steinebach, for Shanté Hastings, Secretary, Delaware Department of Transportation
5. John Sisson, Chief Executive Officer, Delaware Transit Corporation
6. Santo Faronea, Mayor of Cheswold, Representative of Kent County Municipalities

TECHNICAL ADVISORY COMMITTEE (TAC)

The TAC consists of technical staff from all Dover Kent MPO member agencies. It performs analyses and makes recommendations concerning transportation and land use issues to the Council for its approval. The actual technical work is performed jointly by Dover Kent MPO staff and the TAC member-organizations. The TAC elects its own chairperson and vice-chairperson annually from among its members to serve for a one-year period. The current membership of the TAC:

1. Tina Merrill, Delaware Department of Natural Resources and Environmental Control
2. Josh Thomas, Delaware Office of Statewide Planning Coordination
3. (*vacant*), Director, City of Dover Department of Planning and Inspections
4. Cooper Bowers, Delaware Department of Transportation
5. Milton Melendez, Delaware Department of Agriculture
6. Anastasia Jackson, Delaware Division of Small Business
7. Jason Berry, Kent County Planning Department
8. Catherine Smith, Delaware Transit Corporation

9. Jason Lyon, City of Dover Public Works
10. Tim Riley, Kent Conservation District
11. Matthew Jordan, Dover Air Force Base
12. Harold Scott Jr., Town of Camden, Representative of Kent County Municipalities
13. Jeremy Rothwell, Town of Smyrna
14. Rob Pierce, City of Milford

Delmarva Central Railroad (formerly Norfolk Southern), Delaware Motor Transport Association, the Federal Highway Administration and the Federal Transit Administration are non-voting members of the TAC.

PUBLIC ADVISORY COMMITTEE (PAC)

The Public Advisory Committee (PAC) is a group of local citizens appointed by Dover Kent MPO Council members. Each member of the PAC serves for a period of two or three years, as indicated by the appointing entity. The PAC elects its own chairperson annually from among its members for a term of one year. They represent a variety of business, civic, and interested citizen groups from Kent County. The PAC provides advice and comments on current and future issues concerning the citizens' perspectives on the impact of the transportation plans and programs in the Dover Kent MPO region. The PAC also provides a forum for the public to express their concerns about all transportation and land-use related activities.

City of Dover (3 Appointees)

1. Peter A Brown, Jr.
2. Dr. Shanita A. Powell
3. Dana Shelton

State (2 Governor's Office Appointees, 2 DelDOT/DTC Appointees)

1. Doug Atkin
2. Dr. Phyllis Brooks Collins
3. Gary Dodge
4. (vacant)

Kent County Levy Court (6 Appointees)

1. Tracey Miller
2. Heather Pepper
3. Edwin Perez
4. Bruce Snow
5. (vacant)
6. (vacant)

MPO (4 Appointees)

1. Darin Dell
2. Katie Macklin

3. (vacant)
4. (vacant)

DOVER KENT MPO STAFF

Dover Kent MPO staff performs the day-to-day operations of the agency, with technical expertise in administration, planning and public affairs. The staff, in conjunction with Dover Kent MPO's member agencies, collects, analyzes, and evaluates demographic, land use, and transportation-related data to understand the transportation system requirements of the region. The staff also prepares materials for use at TAC, PAC, and Council meetings. The professional staff members participate in all Dover Kent MPO meetings and provide technical support. In addition, they represent the agency at meetings of importance to planning activities within the region. In Fiscal Year 2026 the following staff positions are authorized:

Executive Assistant: Michelle Vinson
Executive Director: Marilyn J. Smith
GIS Planner: Mike Ward
Intern: (TBD)
Outreach Manager/Equity Coordinator: Helen Downing Wiles
Principal Planner: Michael Petit de Mange
Transportation Planner: Malcolm Jacob

FUNDING

This UPWP is funded predominantly by FHWA Metropolitan Planning (PL) funds, as described in Title 23 of the United States Code (Section 104) and FTA Section 5303 funds. All federal transportation funds are administered by DelDOT and made available to the Dover Kent MPO on a reimbursement basis. These funds cannot constitute more than 80% of the total Dover Kent MPO work program; therefore State, County and local governments must provide a 20% match. In FY26, this match will be comprised of cash provided by DelDOT. DelDOT is initially providing all of the 20% state/local match. Local cash contribution or in-kind match hours will be pursued in FY26. Should this local match be realized, the DelDOT match will be adjusted accordingly.

As a small agency, it is vital for Dover Kent MPO to partner with other agencies and organizations to accomplish all the tasks outlined in the UPWP. As such, Delaware state agencies and departments, county and municipal governments, quasigovernmental organizations, community nonprofit organizations, private sector partners, etc., may contribute services that could, if necessary, be used as in-kind match hours.

Tasks that these partners may provide include, but are not limited to:

- Gathering, analyzing, evaluating and sharing demographic and land use data
- Serving on committees and task forces
- Reviewing studies, reports and agreements
- Preparing presentations and materials for meetings
- Making presentations
- Distributing materials
- Facilitating communication with elected and other officials
- Supporting the Dover Kent MPO website
- Advertising Dover Kent MPO events

Set-aside for Increasing Safe and Accessible Transportation Options

The IIJA requires each MPO to use at least 2.5% of its PL funds on specified planning activities to increase safe and accessible options for multiple travel modes for people of all ages and abilities. For the purpose of this requirement, the term “Complete Streets standards or policies” requires or encourages a safe, comfortable, integrated transportation network for all users, regardless of age, ability, income, ethnicity, or mode of transportation. The FTA and FHWA have determined it is in the interest of the government not to require a state or local match for these funds. The MPO will specifically allocate 2.5% of PL funds for this purpose = \$12,685.33.

FISCAL YEAR 2026 FUNDING

The Dover Kent MPO Fiscal Year runs from July 1 of the current calendar year to June 30 of the next calendar year. The proposed FY26 UPWP budget includes the FFY25 allotment as well as unspent apportionment funds from prior fiscal years for a total of \$1,091,712.66 available for programming.

FFY25 FHWA Formula Allocation	\$ 491,309.25
FFY25 FHWA Set-Aside Formula Allocation	\$ 12,597.73
FFY25 FTA Formula Allocation	\$ 128,636.63
State/Local Match	\$ 158,135.90
Total	\$ 790,679.51
Rollover FHWA	\$ 39,806.11
Rollover FHWA Set-Aside	\$ 87.60
Rollover FTA	\$ 200,932.81
State/Local Match	\$ 60,206.63
Total	\$ 301,033.15
Total Available FY26 UPWP Funds	\$ 1,091,712.66

Cost Allocation by Project and Funding Source

FY26 Funding & Budget										
	% of Staff Effort	80% Federal Funds			20% State & Local Match					UPWP Project Task Budget
		FHWA	FTA	Total Federal	DeIDOT FHWA	DeIDOT FTA	Local Cash Contribution FHWA	Local Cash Contribution FTA	Total Match	
		65%	15%		16.25%	3.75%	81.25%	18.75%		
26-01 Program Support & Administration	7.00%	\$ 36,511.24	\$ 20,074.13	\$ 56,585.37	\$ 11,495.52	\$ 2,652.81			\$ 14,148.33	\$ 70,733.70
26-02 Unified Planning Work Program (UPWP)	4.00%	\$ 26,275.47	\$ 6,063.57	\$ 32,339.04	\$ 6,568.87	\$ 1,515.89			\$ 8,084.76	\$ 40,423.80
26-03 Public Outreach & Education	14.00%	\$ 91,964.15	\$ 21,222.50	\$ 113,186.64	\$ 22,991.04	\$ 5,305.62			\$ 28,296.66	\$ 141,483.30
26-04 Transportation Improvement Program (TIP)	3.00%	\$ 19,706.60	\$ 4,547.68	\$ 24,254.28	\$ 4,926.65	\$ 1,136.92			\$ 6,063.57	\$ 30,317.85
26-05 Data Collection, Management & Distribution	6.00%	\$ 39,413.21	\$ 9,095.36	\$ 48,508.56	\$ 9,853.30	\$ 2,273.84			\$ 12,127.14	\$ 60,635.70
26-06 Planning Compliance & Technical Assistance	3.00%	\$ 19,706.60	\$ 4,547.68	\$ 24,254.28	\$ 4,926.65	\$ 1,136.92			\$ 6,063.57	\$ 30,317.85
26-07 Air Quality Analysis, Coordination & Outreach	3.00%	\$ 19,706.60	\$ 4,547.68	\$ 24,254.28	\$ 4,926.65	\$ 1,136.92			\$ 6,063.57	\$ 30,317.85
26-08 Metropolitan Transportation Plan (MTP)	3.00%	\$ 19,706.60	\$ 4,547.68	\$ 24,254.28	\$ 4,926.65	\$ 1,136.92			\$ 6,063.57	\$ 30,317.85
26-09 Support 3C Planning Process, Regional Project Implementation	7.00%	\$ 45,982.07	\$ 10,611.25	\$ 56,593.32	\$ 11,495.52	\$ 2,652.81			\$ 14,148.33	\$ 70,741.65
26-10 Transportation Planning Studies & Projects	40.00%	\$ 262,754.70	\$ 60,635.70	\$ 323,390.40	\$ 43,034.55	\$ 9,931.05	\$ 22,654.13	\$ 5,227.88	\$ 80,847.60	\$ 404,238.00
26-11 Continuing Projects	10.00%	\$ 65,688.68	\$ 15,158.93	\$ 80,847.60	\$ 16,422.17	\$ 3,789.73			\$ 20,211.90	\$ 101,059.50
Total FY26 Apportionment	100.00%	\$ 647,415.92	\$ 161,052.13	\$ 808,468.05	\$ 141,567.56	\$ 32,669.44	\$ 22,654.13	\$ 5,227.88	\$ 202,119.00	\$ 1,010,595.00
26-10 Transportation Planning includes 2.5% Complete Streets set-aside					DeIDOT \$ 174,237.00	Local Match \$ 27,882.00				

DK MPO Operating Budget Trends								
	FY19 (Actual)	FY20 (Actual)	FY21 (Actual)	FY22 (Actual)	FY23 (Actual)	FY24 (Actual)	FY25 (Approved)	FY26 (Proposed)
Personnel Costs	\$328,930.38	\$333,806.54	\$353,564.58	\$376,705.91	\$440,379.75	\$453,285.36	\$489,211	\$515,774
Rent/Utilities/Insurance	\$30,650.93	\$30,974.09	\$30,762.09	\$40,173.76	\$35,616.88	\$33,746.69	\$45,885	\$46,723
Contracts/Studies	\$145,443.07	\$236,817.39	\$220,943.33	\$267,720.08	\$518,929.75	\$364,997.35	\$582,790	\$396,528
All other costs	\$35,421.25	\$44,637.25	\$66,233.52	\$79,377.75	\$45,303.32	\$41,696.26	\$44,614	\$51,570
TOTAL	\$540,445.63	\$646,235.27	\$671,503.52	\$763,977.50	\$1,040,229.70	\$893,725.66	\$1,162,500	\$1,010,595

FY2026 UPWP Operating Expenses

FY26 Operating Expense													
Percent budget allocation per task													
	Total Amount	Task 26-01 Program Support & Administration	Task 26-02 Unified Planning Work Program (UPWP)	Task 26-03 Public Outreach & Education	Task 26-04 Transportation Improvement Program (TIP)	Task 26-05 Data Collection, Management & Distribution	Task 26-06 Planning & Technical Assistance	Task 26-07 AP Quality Analysis, Coordination & Outreach	Task 26-08 Metropolitan Transportation Plan (MTP)	Task 26-09 Support 3C Planning Process, Regional Project Implementation	Task 26-10 Transportation Planning Studies & Projects	Task 26-11 Continuing Projects	Total
		7%	4%	14%	3%	6%	3%	3%	3%	7%	40%	10%	100%
Employee Compensation													
	19,059.00	1,334.13	762.36	2,668.26	571.77	1,143.54	571.77	571.77	571.77	1,334.13	7,623.60	1,905.90	19,059.00
	2,472.00	172.04	98.88	346.08	74.16	148.32	74.16	74.16	74.16	173.04	988.80	247.20	2,472.00
	12,000.00	840.00	480.00	1,680.00	360.00	720.00	360.00	360.00	360.00	840.00	4,800.00	1,200.00	12,000.00
	48,636.00	3,404.52	1,945.44	6,809.04	1,459.08	2,918.16	1,459.08	1,459.08	1,459.08	3,404.52	19,454.40	4,863.60	48,636.00
	200.00	14.00	8.00	28.00	6.00	12.00	6.00	6.00	6.00	14.00	80.00	20.00	200.00
	2,736.00	191.52	109.44	383.04	82.08	164.16	82.08	82.08	82.08	191.52	1,094.40	273.60	2,736.00
	2,687.00	188.09	107.48	376.18	80.61	161.22	80.61	80.61	80.61	188.09	1,074.80	268.70	2,687.00
	5,174.00	362.18	206.96	724.36	155.22	310.44	155.22	155.22	155.22	362.18	2,069.60	517.40	5,174.00
	2,598.00	181.86	103.92	363.72	77.94	155.88	77.94	77.94	77.94	181.86	1,039.20	259.80	2,598.00
	5,621.00	391.67	224.64	786.94	168.63	337.26	168.63	168.63	168.63	391.67	2,246.40	562.10	5,621.00
	2,200.00	154.00	88.00	308.00	66.00	132.00	66.00	66.00	66.00	154.00	880.00	220.00	2,200.00
	387,671.00	27,136.97	15,506.84	54,273.94	11,630.13	23,260.26	11,630.13	11,630.13	11,630.13	27,136.97	155,068.40	38,767.10	387,671.00
	24,036.00	1,682.52	961.44	3,365.04	721.08	1,442.16	721.08	721.08	721.08	1,682.52	9,614.40	2,403.60	24,036.00
	684.00	47.88	27.36	95.76	20.52	41.04	20.52	20.52	20.52	47.88	273.60	68.40	684.00
	515,774.00	36,104.18	20,630.96	72,208.36	15,473.22	30,946.44	15,473.22	15,473.22	15,473.22	36,104.18	206,309.60	51,577.40	515,774.00
Equipment													
	10,000.00	700.00	400.00	1,400.00	300.00	600.00	300.00	300.00	300.00	700.00	4,000.00	1,000.00	10,000.00
	5,000.00	350.00	200.00	700.00	150.00	300.00	150.00	150.00	150.00	350.00	2,000.00	500.00	5,000.00
	500.00	35.00	20.00	70.00	15.00	30.00	15.00	15.00	15.00	35.00	200.00	50.00	500.00
	600.00	42.00	24.00	84.00	18.00	36.00	18.00	18.00	18.00	42.00	240.00	60.00	600.00
	6,100.00	427.00	244.00	854.00	183.00	366.00	183.00	183.00	183.00	427.00	2,440.00	610.00	6,100.00
Sub Total Materials and Supplies													
	8,000.00	560.00	320.00	1,120.00	240.00	480.00	240.00	240.00	240.00	560.00	3,200.00	800.00	8,000.00
	6,000.00	420.00	240.00	840.00	180.00	360.00	180.00	180.00	180.00	420.00	2,400.00	600.00	6,000.00
	500.00	35.00	20.00	70.00	15.00	30.00	15.00	15.00	15.00	35.00	200.00	50.00	500.00
	5,000.00	350.00	200.00	700.00	150.00	300.00	150.00	150.00	150.00	350.00	2,000.00	500.00	5,000.00
	19,500.00	1,365.00	780.00	2,730.00	585.00	1,170.00	585.00	585.00	585.00	1,365.00	7,800.00	1,950.00	19,500.00
Sub Total Professional Development													
	1,700.00	119.00	68.00	238.00	51.00	102.00	51.00	51.00	51.00	119.00	680.00	170.00	1,700.00
	16,000.00	1,120.00	640.00	2,240.00	480.00	960.00	480.00	480.00	480.00	1,120.00	6,400.00	1,600.00	16,000.00
	200.00	14.00	8.00	28.00	6.00	12.00	6.00	6.00	6.00	14.00	80.00	20.00	200.00
	5,500.00	385.00	220.00	770.00	165.00	330.00	165.00	165.00	165.00	385.00	2,200.00	550.00	5,500.00
	372,828.00	26,097.96	14,913.12	52,155.92	11,184.84	22,369.68	11,184.84	11,184.84	11,184.84	26,097.96	149,131.20	37,282.80	372,828.00
	300.00	21.00	12.00	42.00	9.00	18.00	9.00	9.00	9.00	21.00	120.00	30.00	300.00
	396,528.00	27,756.96	15,861.12	55,513.92	11,895.84	23,791.68	11,895.84	11,895.84	11,895.84	27,756.96	158,611.20	39,652.80	396,528.00
Sub Total Public Outreach													
	500.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
	3,000.00	0.00	0.00	3,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,000.00
	2,000.00	0.00	0.00	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,000.00
	500.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00
	1,400.00	0.00	0.00	350.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,050.00	1,400.00
	200.00	0.00	0.00	200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	200.00
	7,600.00	0.00	0.00	6,550.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,050.00	7,600.00
Sub Total Public Outreach													
	3,380.00	236.60	135.20	473.20	101.40	202.80	101.40	101.40	101.40	236.60	1,352.00	338.00	3,380.00
	2,400.00	168.00	96.00	336.00	72.00	144.00	72.00	72.00	72.00	168.00	960.00	240.00	2,400.00
	2,000.00	140.00	80.00	280.00	60.00	120.00	60.00	60.00	60.00	140.00	800.00	200.00	2,000.00
	9,500.00	660.00	380.00	1,330.00	285.00	570.00	285.00	285.00	285.00	660.00	3,400.00	950.00	9,500.00
	2,243.00	162.61	92.92	325.22	71.38	142.76	71.38	71.38	71.38	162.61	929.20	232.30	2,243.00
	2,640.00	184.80	105.60	369.60	79.20	158.40	79.20	79.20	79.20	184.80	1,056.00	264.00	2,640.00
	2,232.00	1,562.40	892.80	3,124.80	669.60	1,339.20	669.60	669.60	669.60	1,562.40	8,928.00	2,232.00	22,320.00
	2,160.00	151.20	86.40	302.40	64.80	129.60	64.80	64.80	64.80	151.20	864.00	216.00	2,160.00
	46,223.00	3,270.61	1,868.92	6,541.22	1,401.69	2,803.38	1,401.69	1,401.69	1,401.69	3,270.61	18,689.20	4,673.30	46,223.00
	1,010,595.00	70,209.65	40,119.80	146,969.30	30,089.85	60,179.70	30,089.85	30,089.85	30,089.85	70,209.65	401,198.00	101,349.50	1,010,595.00

FY26 UPWP PROJECT TASKS

Project 26-01 Program Support & Administration

This task contains activities required to manage the transportation planning process and work products on a continual basis.

26-01.01 General Administration

All office management functions including purchasing supplies, office equipment and computer equipment, maintaining equipment and facilities, and developing the most cost-effective and efficient methods of providing the necessary support for staff, members agencies and the public.

26-01.02 Financial and Personnel Administration

All financial and accounting functions including preparation of monthly financial reports and monthly billings. This task also provides for annual audits, annual budget development and monitoring, and coordination with state and federal fund administrators. All personnel functions including recruiting, hiring and retention of personnel, maintaining personnel records, coordinating employee evaluations, administering employee benefits, and performing payroll functions including preparation of all tax returns, W-2s and 1099s.

26-01.03 Support for Council and Committees

Technical support to the MPO Council, PAC and TAC so they can make informed decisions. Staff effort ensures the Council and committees function effectively, that materials and information are developed on a timely basis to support decisions, and that public meetings are held regularly. This task includes time and expenses for staff preparation and attendance at all Council and committee meetings including development of materials.

Organize and conduct a workshop to provide orientation for new PAC members, engage all PAC members in discussing their roles in the transportation planning process and creating ideas for outreach activities. Outreach Manager will serve as MPO liaison to the PAC.

OUTCOME AND FINAL PRODUCT: Efficient operation of Dover Kent MPO, accurate financial and budget information, efficient personnel administration, well-staffed Council and committees provided with all necessary information to perform their functions, effective staff communications, and knowledgeable and well-trained staff.

TASK TYPE: Recurring

SCHEDULE: FY2026

PUBLIC PARTICIPATION: Council and committee meetings are open to the public and databases are maintained to ensure as many people as possible are kept informed of activities. Financial reports are made available to the public at Council and committee meetings or by request.

BENEFIT: Optimal utilization of planning funds by ensuring that Dover Kent MPO is run efficiently, cost effectively and within budget, with well-trained and educated staff, and informed committees.

RESPONSIBLE AGENCIES: Dover Kent MPO staff and member governments – DelDOT, DTC, City of Dover, Kent County, DNREC, Delaware Division of Small Business, Office of State Planning, City of Milford, Town of Smyrna, Town of Camden, City of Harrington.

STAFF SUPPORT: Marilyn J. Smith, Executive Director
Michelle Vinson, Executive Assistant
Michael Petit de Mange, Principal Planner
Mike Ward, GIS Planner
Malcolm Jacob, Transportation Planner
Helen Wiles, Outreach Manager

Project 26-02 Unified Planning Work Program (UPWP)

This task contains activities required to prepare and administer the annual UPWP.

26-02.01 Prepare FY27 UPWP

Work with member governments to develop the next Unified Planning Work Program which describes the transportation-related planning activities anticipated in the Dover metropolitan area during the next one- to two-year period, including all planning work to be performed regardless of funding source or the agencies conducting the activities, which meets the requirements of 23 CFR Part 420, sub-part A. The UPWP also indicates the outcome and deliverables that will be produced, the schedule for completing the work, anticipated public participation, task benefits and who will perform the work.

26-02.02 FY26 UPWP Implementation

Administration of the UPWP throughout the fiscal year including distribution of the document, preparation of funding agreements, contract administration, preparation of proposed amendments, and updating the documents as required.

OUTCOME AND FINAL PRODUCT: The FY26 Unified Planning Work Program will contain documentation of all transportation planning activities in the Dover Kent MPO region.

TASK TYPE: Recurring

SCHEDULE: FY2026

PUBLIC PARTICIPATION: The public is invited to attend all PAC, TAC and Council meetings during the development of the UPWP. The final draft will be available for public review from April through final adoption by the Council in May. The public review period will be advertised in local newspapers and via social media.

BENEFIT: A document that guides planning activities in the Dover/Kent County region.

RESPONSIBLE AGENCIES: Dover Kent MPO staff and member governments – DelDOT, DTC, City of Dover, Kent County, DNREC, Delaware Division of Small Business, Office of State Planning, City of Milford, Town of Smyrna, Town of Camden, City of Harrington.

STAFF SUPPORT: Marilyn J. Smith, Executive Director
Michelle Vinson, Executive Assistant
Michael Petit de Mange, Principal Planner
Mike Ward, GIS Planner
Malcolm Jacob, Transportation Planner
Helen Wiles, Outreach Manager

Project 26-03 Public Outreach & Education

This task provides public education and participation in transportation planning decision in the Dover/Kent County region. Federal and State transportation planning laws and regulation require public involvement in the process. These requirements reflect the fact that transportation decisions are more likely to be effective, add value to surrounding communities, and be implemented in a timely manner when the public is involved in the process.

This task provides for staff time for general public involvement in the transportation planning process. In addition to the specific sub-tasks described, this task also provides for staff time to make presentations and brief interested groups and elected officials, participate in public meetings and workshops, and general staff liaison and coordination work with other agencies and groups.

26-03.01 Public Meetings & General Outreach

Identify organizations and individuals representing a broad spectrum of community interests and encourage their participation in the transportation planning process, as detailed in the approved MPO Public Participation Plan.

Track opinions of residents over time, to identify trends and provide direction for most effective methods to improve the transportation system; how land use, growth and development should be controlled; and the most favored public outreach methods. Results are then used in conjunction with other outreach efforts, to set policies for future planning efforts.

26-03.02 Development of Public Information Materials - Newsletter & E-news, Multimedia & Video Presentations, Website & Social Media

Material will be developed to promote general MPO efforts as well as to support individual tasks and projects, including updating of the Public Participation Plan. Supplemental materials may also be developed to provide more detailed information regarding specific topics. Transportation planning information will be conveyed in language and context that is easily understandable to the lay citizen. Real examples and success stories will be used to demonstrate how public ideas have influences planning outcomes.

A monthly electronic newsletter that includes current meeting information and brief stories of interest will be distributed to the current listserv. Effort will be made to include examples where the public has impacted the transportation planning process and outcomes. Various presentations and videos will be developed to educate the public and other stakeholders on the importance of their involvement in the transportation planning process.

Maintain, update and continue to improve the MPO webpage, which provides meeting information and materials, plans and studies, access to the UPWP, TIP, MTP, PPP and other planning documents, as well as planning data and maps. MPO will maintain an active presence on various social media platforms.

OUTCOME AND FINAL PRODUCT: A process and products that educate the public on transportation plans and processes in the region and encourages citizen initiative, engagements, involvement and comment. Educational programs and events designed to educate citizens on transportation planning and programming and opportunities for participation.

TASK TYPE: Recurring

SCHEDULE: FY2026

PUBLIC PARTICIPATION: The public is invited to attend all PAC, TAC and Council meetings during the development of the work products described above. Individual public meetings and workshops will be advertised in local newspapers and will be publicized through press releases and social media. Events will be published in the monthly MPO newsletter.

BENEFIT: A better-informed and engaged public who will be more equipped to make intelligent and responsible transportation decisions, and a transportation system that better serves the needs of the public.

STAFF SUPPORT: Helen Wiles, Outreach Manager
Marilyn J. Smith, Executive Director
Michelle Vinson, Executive Assistant
Michael Petit de Mange, Principal Planner
Malcolm Jacob, Transportation Planner
Mike Ward, GIS Planner

Project 26-04 Transportation Improvement Program (TIP)

This task is required, under 49 U.S.C. 5303(j), that Dover Kent MPO develop a Transportation Improvement Program (TIP) - a list of upcoming transportation projects - covering a period of at least four years. The TIP must be developed in cooperation with the state and public transit providers and align with the Metropolitan Transportation Plan (MTP). The Dover Kent MPO TIP includes capital and non-capital surface transportation projects, bicycle and pedestrian facilities and other transportation enhancements, projects, and safety projects included in the State's Strategic Highway Safety Plan. The TIP also includes all regionally significant projects receiving FHWA or FTA funds, or for which FHWA or FTA approval is required, in addition to non-federally funded projects that are consistent with the Metropolitan Transportation Plan (MTP). Furthermore, the TIP must be fiscally constrained.

Additionally, in accordance with 23 CFR 450.316, Dover Kent MPO is required to engage in a metropolitan planning process that creates opportunities for public involvement, participation, and consultation throughout the development of the Metropolitan Transportation Plan (MTP) and the Transportation Improvement Program (TIP). Under this requirement, MPOs must allow for:

- adequate public notice of public participation activities;
- review and comment at key decision points in the development of the MTP and TIP; and
- multiple, accessible participation formats, including electronic and in-person.

The Dover Kent MPO will conduct a collaborative and comprehensive Public Participation Plan to be used in the development of the MTP and TIP, as well as to frame the strategies for public and stakeholder communication and collaboration in all phases of the planning process.

OUTCOME AND FINAL PRODUCT: Implementation of projects in the MTP via the TIP. A TIP that is consistent with the 2050 MTP and reflects the transportation needs of the Dover Kent MPO region.

TASK TYPE: Recurring

SCHEDULE: FY2026

PUBLIC PARTICIPATION: Dover Kent MPO will hold at least two public meetings at different stages of the TIP development: (1) to present a candidate list of new projects, and (2) to present a final draft TIP. MPO will also advise a 30-day public notice for the draft TIP and air quality conformity analysis.

BENEFIT: A document that provides the program for implementation of the MTP.

STAFF SUPPORT: Michael Petit de Mange, Principal Planner
Malcolm Jacob, Transportation Planner
Helen Wiles, Outreach Manager
Marilyn J. Smith, Executive Director
Michelle Vinson, Executive Assistant
Mike Ward, GIS Planner

Project 26-05 Data Collection, Management & Distribution

This task provides for the development, research and analysis of data that assist member agencies and the public with understanding the demographic, economic and transportation planning issues confronting the Dover Kent MPO region. This task will allow for effective presentation of maps and displays as well as result informed decision-making.

26-05.01 Operate & Maintain GIS

Maintain and update the Dover Kent MPO GIS by improving communication and data sharing with other agencies and adding new data as it becomes available from other reliable sources. Mapping of spatially related data will allow creation of mapping products that will be much easier to explain and comprehend.

26-05.02 Data Collection, Acquisition, Analysis, Updating, Management

Identify sources of data and the process for accessing that data. Partner with organizations to build data sets and collect data. Participate in regional, statewide and national committees and organizations pertinent to operating and maintaining a robust GIS system. Integrate visualization techniques into GIS. Create maps and displays for Dover Kent MPO meetings and projects as requested. Refine/maintain a database that identifies locations or minority, low income and other under-served populations that may be adversely impacted by the construction or lack of transportation improvement projects.

26-05.03 Data Distribution & Local Planning Support

Provide technical data to local municipalities, partners and other entities. Support planning exercises for local municipalities and civic groups through the provision of specialized planning information and data products. Accommodate individual requests from the public as appropriate, providing data in a variety of formats.

OUTCOME AND FINAL PRODUCT: A process and products that include findings resulting from the project and an evaluation of project results, data limitations, problems and methods needed to resolve. Comprehensive GIS database containing maps and spreadsheets to be made available as requested.

TASK TYPE: Recurring

SCHEDULE: FY2026

PUBLIC PARTICIPATION: The public is invited to attend all PAC, TAC and Council meetings during the development of the work products described above. Individual public meetings and workshops will be advertised in local newspapers and will be publicized through press releases and social media. Events will be published in the monthly MPO newsletter.

BENEFIT: Knowledgeable partners, stakeholders and residents better able to contribute to the planning process, and increased use of sophisticated data in the planning process.

STAFF SUPPORT: Mike Ward, GIS Planner
Michael Petit de Mange, Principal Planner
Malcolm Jacob, Transportation Planner
Marilyn J. Smith, Executive Director
Helen Wiles, Outreach Manager
Michelle Vinson, Executive Assistant

Project 26-06 Training, Planning Compliance & Technical Assistance

This task provides for the development, research and analysis of data that assist partners, stakeholders and the public with understanding meeting the transportation needs of traditionally underserved and/or disadvantaged population. This task will allow for effective presentation of information as well as result informed decision-making.

26-06.01 Staff Training

Ongoing attendance at meetings and conferences, seminars and training sessions, including routine staff meetings. Employee training needs are also identified, and appropriate classes and/or training programs are made available to employees to enhance their skills.

26-06.02 Title VI and Transportation Community Assessment

Measures will be continually developed to better assess the mobility and public participation constraints of the region's low income and minority communities, in step with the MPO's obligations under the federal Title VI mandate and other directives and

initiatives. Staff will seek to understand mobility challenges of populations constrained by the transportation system.

When working with traditionally underserved, underrepresented and/or disadvantaged communities, additional outreach measures will be employed. Communities of particular concern include ethnic and racial minorities, low income, those with disabilities, female-headed households with children, and those with limited English proficiency. When working in these communities, additional strategies may include investing in relationship building, encouraging local leadership in studies, acknowledging any past harm done by transportation and land use planning, striving for equitable participation, and aiming for community empowerment.

26-06.03 Performance Measure Development & Implementation

Establish performance measures for UPWP tasks. As part of the federal-aid highway program, provide a means to the most efficient investment of federal transportation funds by focusing on national transportation goals, increasing accountability and transparency, and improving project decision-making. Ensure Dover Kent MPO-adopted targets are included in transportation plans and projects.

26-06.04 Toward Zero Deaths / Safe System Approach

The United States Department of Transportation National Roadway Safety Strategy (NRSS) outlines the Department's comprehensive approach to significantly reducing serious injuries and deaths on our Nation's highways, roads, and streets. This is the first step in working toward an ambitious long-term goal of reaching zero roadway fatalities. Dover Kent MPO will work with partners, educate the public on road safety, and use the tools supplied by the National Highway Safety and Federal Highways Administration to assist with our state and local partners on this Federal initiative.

OUTCOME AND FINAL PRODUCT: Track trends of key indicators of how the transportation system is performing to improve the ability to address short- and long-term decisions based on system performance. Provide support for decisions about transportation budgeting and appropriations, provide triggers for in-depth examination of performance problems and possible corrections. Focus on identifying and using the most credible performance measures that are reliable, relevant, regionally applicable and easy to understand for a wide audience.

TASK TYPE: Recurring

SCHEDULE: FY2026

PUBLIC PARTICIPATION: The public is invited to attend all PAC, TAC and Council meetings during the development of the work products described above. Individual public meetings and workshops will be advertised in local newspapers and will be publicized

through press releases and social media. Events will be published in the monthly MPO newsletter.

BENEFIT: Knowledgeable partners, stakeholders and residents better able to contribute to the planning process, and increased use of sophisticated data in the planning process.

STAFF SUPPORT: Michael Petit de Mange, Principal Planner
Helen Wiles, Outreach Manager
Mike Ward, GIS Planner
Malcolm Jacob, Transportation Planner
Marilyn J. Smith, Executive Director
Michelle Vinson, Executive Assistant

Project 26-07 Air Quality Analysis, Coordination & Outreach

This task involves coordination with DelDOT, DNREC, WILMAPCO, and others as appropriate, on technical issues related to air quality conformity determinations. Coordination issues include but are not limited to:

- Reviewing TIP, CTP and major amendments to TIP and CTP for adherence to federal guidelines and for conformity determination triggers;
- Reviewing any federal regulations or guidance for applicability to the Dover Kent MPO region;
- Developing and/or reviewing any public outreach activities or materials related to air quality;
- Participating in WILMAPCO Air Quality Subcommittee, the Air Quality Partnership, and other regional air quality committees as appropriate;
- Participating in the development and implementation of regional and statewide initiatives as required.

OUTCOME AND FINAL PRODUCT: Coordination on air quality issues, federal guidance and regulations, and public outreach activities. Consultation with local or regional offices of EPA, FHWA and FTA as needed.

TASK TYPE: Recurring

SCHEDULE: FY2026

PUBLIC PARTICIPATION: The public is invited to attend all PAC, TAC and Council meetings during the development of the work products described above. Individual public meetings and workshops will be advertised in local newspapers and will be publicized through press releases and social media. Events will be published in the monthly MPO newsletter.

BENEFIT: Coordination on air quality issues and transportation planning documents that conform to federal clean air standards.

STAFF SUPPORT: Helen Wiles, Outreach Manager
Michael Petit de Mange, Principal Planner
Mike Ward, GIS Planner
Malcolm Jacob, Transportation Planner
Marilyn J. Smith, Executive Director
Michelle Vinson, Executive Assistant

Project 26-08 Metropolitan Transportation Plan (MTP)

The Metropolitan Transportation Plan (MTP) provides a guide for how the region's transportation system should evolve over a 20-year period. It describes how all of the region's plans fit together to ensure managed growth in the region. The latest update of the MTP, "Innovations 2050," was approved by the Dover Kent MPO Council in January 2025. This plan, in consultation with DelDOT, 20 local municipalities and Kent County, reflects the region's proposed transportation priorities over the next 20+ years.

This task provides for continuous monitoring for the MTP as well as developing projects for the next MTP. Should a new project be proposed that is not in the current MTP, the document would need to be amended to include the proposed projects to ensure federal funds can be expended on that particular project. This task covers any potential amendments to the current MTP, as may be required.

OUTCOME AND FINAL PRODUCT: The MTP will contain documentation of all transportation planning activities in the Dover Kent MPO region for a 20+ year period.

TASK TYPE: Recurring

SCHEDULE: FY2026

PUBLIC PARTICIPATION: The public is invited to attend all PAC, TAC and Council meeting when amendments to the MTP are presented. The public review period will be advertised in local newspapers and via social media.

BENEFIT: A document that guides planning activities in the Dover/Kent County region for a 20+ year period.

STAFF SUPPORT: Michael Petit de Mange, Principal Planner
Malcolm Jacob, Transportation Planner
Helen Wiles, Outreach Manager

Mike Ward, GIS Planner
Marilyn J. Smith, Executive Director
Michelle Vinson, Executive Assistant

Project 26-09 Support 3C Planning Process, Regional Project Implementation

This task provides for promotion and coordination of government and agency planning and programming activities, public involvement, and addresses issues that are important to the efficient operation of the transportation system in the region. Dover Kent MPO can serve as a facilitator for forums and discussion, policy development, and coordination on key issues that might not otherwise occur. This includes participation in local events, conducting seminars and workshops that educate target audiences on design, development and technological advance furthering the MPO mission and goals. Regular coordination promotes awareness and education on regional transportation system and growth issues, and encourages the development of sound policies and solutions that are required to address significant regional issues.

Dover Kent MPO can provide partner communities, elected officials, management teams, decision-makers, etc., training on planning techniques that influence transportation systems and participation in the MPO. Staff will work to facilitate sharing information with community agencies and groups, including legislative briefings for elected officials.

26-09.01 Inter-Regional Coordination

Coordination of transportation and land use planning activities by working with state and local governments and community groups within Kent County as well as outside Kent County, including but not limited to partnerships with WILMAPCO, UD IPA, Freight Working Group, Population Consortium. Participate in committees and activities as appropriate.

26-09.02 Coordination with Kent County

Assist and support Kent County Levy Court and its departments with transportation and land use planning activities. Participate in committees and activities as appropriate.

26-09.03 Coordination with municipalities

Assist and support municipalities in Kent County with transportation and land use planning activities. Participate in committees and activities as appropriate.

26-09.04 Coordination with State agencies

Assist and support DelDOT, DTC, and other Delaware state agencies with transportation and land use planning activities. Participate in committees and activities as appropriate.

26-09.05 Coordination with other agencies, including federal

Assist and support nonprofit agencies, federal agencies, DAFB, and others with transportation and land use planning activities. Participate in committees and activities as appropriate.

OUTCOME AND FINAL PRODUCT: Support, collaboration and cooperation to facilitate a variety of ongoing efforts important to the transportation system in the region.

TASK TYPE: Recurring

SCHEDULE: FY2026

PUBLIC PARTICIPATION: The public is invited to attend all PAC, TAC and Council meetings, as well as project specific working groups.

BENEFIT: Coordinated transportation and land use plans and activities, linking these activities to quality of life, strong communities and improved intergovernmental relations.

STAFF SUPPORT: Marilyn J. Smith, Executive Director
Michael Petit de Mange, Principal Planner
Malcolm Jacob, Transportation Planner
Helen Wiles, Outreach Manager
Mike Ward, GIS Planner
Michelle Vinson, Executive Assistant

Project 26-10 Transportation Planning Studies & Projects

Annually, Dover Kent MPO will undertake transportation planning studies as funding is available and as requested by state agencies, municipalities and stakeholders. Approximately \$1,091,712.66 is available for FY26 UPWP projects, if required.

Transportation studies and project suggestions were solicited in December 2024 and received in January 2025. Dover Kent MPO received six requests. The list was reviewed by Dover Kent MPO staff and prioritized using the DelDOT-modified prioritization method. All projects must support the most recent Dover Kent MPO MTP. Regarding scope of work and estimated cost, bids were sought from consultants through an openly advertised process.

26-10.01 Airport Road Corridor Improvement Study (Milford)

This study examines the evolving transportation needs of Airport Road between DE 15 (Canterbury Road) and US 113. It should recommend improvements for each of the intersections on the corridor and consider ways to enhance bicycle and pedestrian connectivity. Recommendations should tie in with other existing and proposed improvements to Airport Road and the surrounding area.

26-10.02 Wheatley's Pond Road / Underwoods Corner Road Intersection Safety

This study examines the growing transportation concerns at the intersection of Wheatley's Pond Road and Underwoods Corner Road, which include an increasing volume of vehicle and pedestrian traffic, congestion issues, and frequent vehicle crashes. The outcome of the study should include solutions for making the area more walkable, more bikeable, and safer for all modes of transportation. Recommendations should tie in with other existing and proposed improvements to Wheatley's Pond Road.

26-10.03 Hickory Ridge Road Corridor Improvement Study

This study examines the conditions along Hickory Ridge Road (between Brenford Road and US 13 and continuing onto Spring Meadow Drive) as they pertain to pedestrian and vehicle safety. Today there is an increased volume of foot traffic and an increased use of public transportation, and accidents at the intersection of US 13 and Hickory Ridge Road are frequent occurrences. To address these safety concerns, the corridor should be studied, with special attention being given to improving dangerous intersections and adding separated pedestrian facilities.

26-10.04 Milford US113 Corridor Study

This study examines the conditions along US113 through the municipality of Milford, with focus on existing conditions, origin and destination, previous studies and/or planned projects in the study area, etc. The outcome of the study will address through traffic concerns, safety, failing conditions, public sentiment, etc.

26-10.05 MTP Operations & Management Strategies Development

Innovations 2050 includes four distinct management strategies for advancing the MTP themes and goals as essential elements of all activities and projects undertaken by the MPO. These include Layer Analysis, Transportation Investment areas, Enhancement Index and Corridor Design Manual Development. In order to implement these strategies, further development is needed.

26-10.06 Statewide Freight Plan Update

Delaware's Statewide Freight Plan assesses freight transportation system details, needs, and opportunities in order to identify key projects, strategies, and other planning-related actions. The plan was last updated in 2022. IIJA requires a 4-year update cycle for state freight plans, FAST Act requires a 5-year update cycle. Dover Kent MPO will collaborate with DelDOT Planning, WILMAPCO and other stakeholders to update the plan.

26-10.07 Camden Sidewalk Gaps

Construction of sidewalks is required when properties are developed or redeveloped but significant sections of the sidewalk system are either missing or in poor condition. Gaps

need to be identified for prioritization through the State's sidewalk safety improvement program, alternate funding sources, and/or municipal investment.

26-10.08 Kent County TIDs

Transportation Improvement Districts (TIDs) provide the transportation improvements needed to support land development in locations identified as appropriate for development in local Comprehensive Plans. Four TIDs are currently in various stages of development in Kent County. Dover Kent MPO will collaborate with DelDOT Planning, Kent County Levy Court and other stakeholders to advance these TIDs to full implementation.

26-10.10 Statewide Rail Plan Update

Delaware's Statewide Rail Plan provides a basis for federal and state rail investment within Delaware. The Statewide Rail Plan sets forth Delaware's freight and passenger rail transportation policy, including commuter rail. The plan was last updated in 2011. Dover Kent MPO will collaborate with DelDOT Planning, WILMAPCO and other stakeholders to update the plan.

26-10.11 Clayton to Marydel Rails-to-Trails Feasibility

Examine the out-of-service railroad corridor for potential rail-to-trail conversion. Inventory existing conditions, alignment and segment analysis. Establish purpose and need for trail conversion.

26-10.12 DAFB Compatible Use Study Implementation 7 Monitoring Committee

Prioritize recommendations from the DAFB Compatible Use plan, plan meetings, coordinate with state and local agencies to implement those recommendations, community outreach regarding implementation, and form a monitoring committee to guide and monitor the implementation.

26-10.13 Kent County Corridor Studies

Characterize and evaluate existing and future conditions along major corridors used by vehicles, transit, bicycles and pedestrians. Develop a preferred future condition and make recommendations for interim fixes for transitioning corridors as they change.

The recommended corridors for FY26 are:

- A) SR300 from SR6 (Glenwood Avenue) south to Shaws Corner Road (Kenton)
- B) South State Street from US13 south to SR1 – phase 1, focusing on segments between US13 and SR10.

26-10.14 On-Call Consultant Planning Support Services – UPWP and MTP

Acquire consultant services for data collection and/or purchases, data analysis, development and evaluation of recommendations, to support MPO on an annual basis as it applies, integrates, and carries forward various recommendations in the long-range

plan, as well as more immediate support for the UPWP. For illustrative purposes these analyses could include as needed services related (but not limited) to:

- Trends in historical and projected VMT on various roadways in Kent County, with focus on roads within the Growth Area, or other state routes.
- Support for MPO staff related to federal “performance management” requirements for MPO and state DOT long range plans and capital programs.
- Rail system planning to support, enhance, and expand utilization of the Delmarva Secondary as a primary freight infrastructure asset within Kent County.
- Data acquisition and analysis to understand and document correlations among income, income trends, and various accessibility measures, within and among Kent County communities.
- Data and analysis to support MTP planning initiatives for economic development, enhanced freight systems for existing and expanding employers, and assessment of municipal freight issues.

26-10.15 *reserved for future use*

26-10.16 Other Planning Studies

The MPO may undertake additional transportation planning studies as funding is available and as requested by state agencies and member municipalities throughout the year. UPWP amendments may be required to accommodate the additional planning studies, depending on the scope of the project and the need for professional services.

OUTCOME AND FINAL PRODUCT: Recommendations for implementation, possible TIP and MTP amendments, next steps, etc.

TASK TYPE: Non-Recurring

SCHEDULE: FY2026

PUBLIC PARTICIPATION: The study process requires extensive public involvement. The role of individual members of the public, particularly those most affected by study recommendations, cannot be overstated. Steering committees and working groups will be organized for each study. The public is invited to attend all PAC, TAC and Council meetings where studies will be presented.

BENEFIT: Coordinated transportation and land use plans for communities in the region. In particular, these studies and projects will link land use and transportation, and seek to improve quality of life, inform decisions and impact the regional transportation system.

STAFF SUPPORT: Michael Petit de Mange, Principal Planner
Malcolm Jacob, Transportation Planner
Mike Ward, GIS Planner

Helen Wiles, Outreach Manager
Marilyn J. Smith, Executive Director
Michelle Vinson, Executive Assistant

Project 26-11 Continuing Projects

This task involves the completion of projects and studies that may not have been finished during the previous fiscal year, and/or projects that are ongoing in nature from one UPWP to the next.

26-11.01 Little Creek Sidewalk & Crosswalk Improvement

The Town of Little Creek is interested in studying the viability of new pedestrian amenities and traffic calming options along Main Street (Rt. 9). This would encourage and allow pedestrians and bicyclists to safely navigate a busy route. Consideration will be given to flooding and other environmental concerns.

26-11.02 Wheatley's Pond Road & School Lane Intersections Improvements

This study examines the Wheatley's Pond Road corridor between Huntington Drive and Baynard Farm Lane, with specific focus on the intersections at School Lane, S. Bassett Street, and S. Rodney Street. This study should outline specific suggestions and recommendations to improve the intersections and surrounding network, to provide safe vehicle and pedestrian movement.

26-11.03 Expanded Rail Corridor Land Use

The State of Delaware is interested in compiling a technical identification of available land adjacent to rail corridors which could be designated and preserved for industrial use. This information would be intended to show the importance of local government comprehensive plans and how these documents can support state and regional rail freight plan goals and objectives, promote better coordination between local and state government, and rail operators' land use decisions, and attract freight related manufacturing/employment centers to Central and Southern Delaware. This study will be an expansion of a study prepared by Dover Kent MPO in 2022, which provided a similar analysis focused exclusively on the rail corridor in Kent County.

26-11.04 Bike/Ped Project Support

Research, mapping, project narrative and justification for candidate preparation for DelDOT Pool Submission. Support other bike/ped studies, grant applications, etc.

26-11.05 School District Walk Zone Analysis

Identify critical sidewalk gaps and other hazardous conditions that hinder safety for students walking to and from schools in Kent County. Pinpoint the locations within each school walk zone with the greatest need of improvement.

26-11-06 East/West Freight Routes Phase 2

Identify specific recommendations as to how best to improve the east/west freight routes in Kent County. Specifically consider widening of roads, increased speed limits, signage, truck lanes, elimination of traffic lights, bypasses, new roadway designs, capacity improvements and other suggestions and recommendations that will enhance Kent County's travel infrastructure along the east/west freight routes.

26-11.07 Project Close-out

Presentations, editing and finalizing reports and other documentation, report distribution, financial reconciliation, etc., for projects and studies that may have been completed in the prior fiscal year.

OUTCOME AND FINAL PRODUCT: Recommendations for implementation, possible TIP and MTP amendments, next steps, etc.

TASK TYPE: Non-Recurring

SCHEDULE: FY2026

PUBLIC PARTICIPATION: The study process requires extensive public involvement. The role of individual members of the public, particularly those most affected by study recommendations, cannot be understated. Steering committees and working groups will be organized for each study. The public is invited to attend all PAC, TAC and Council meetings where studies will be presented.

BENEFIT: Coordinated transportation and land use plans for communities in the region. In particular, these studies and projects will link land use and transportation, and seek to improve quality of life, inform decisions and impact the regional transportation system.

STAFF SUPPORT: Michael Petit de Mange, Principal Planner
Mike Ward, GIS Planner
Malcolm Jacob, Transportation Planner
Helen Wiles, Outreach Manager
Marilyn J. Smith, Executive Director
Michelle Vinson, Executive Assistant

Dover Kent MPO FY26 Transportation Planning Projects					
Project Name	MPO Partner	Study Cost Estimate	Contractor	Notes	Local Match (10%)
Wheatley's Pond Rd & School Lane Intersections Improvements	Town of Clayton	\$2,000	Century	8/1/25 anticipated completion	already paid
East/West Freight Routes Phase 2	KEP	\$2,000	Century	8/1/25 anticipated completion	already paid
Little Creek Sidewalk & Crosswalk Improvement Study	Town of Little Creek	\$14,000	in-house	9/1/25 anticipated completion	already paid
Expanded Rail Land Use Corridor	DelDOT	\$15,000	in-house	12/31/25 anticipated completion	n/a
Camden Sidewalk Gap Study	Town of Camden	\$12,000	in-house	12/31/25 anticipated completion	already paid
Clayton to Maydel Rails-to-Trails Feasibility Study	MPO	\$26,000	in-house	6/30/26 anticipated completion	n/a
Kent County TIDs	DelDOT	\$12,000	in-house	ongoing - support outreach & coordinate with stakeholders	n/a
Statewide Rail Plan Update	DelDOT	\$4,000	Jacobs	ongoing - support outreach & coordinate with stakeholders	n/a
Statewide Freight Plan Update	DelDOT	\$50,000	WRA	support consultant, coordinate with stakeholders, contribute a predetermined proportional share	n/a
DAFB Compatible Use Study Implementation	DelDOT	\$12,000	in-house	ongoing - support monitoring committee & coordinate with stakeholders	n/a
Airport Road Corridor Improvement Study	City of Milford	\$90,000	Rossi		\$9,000
Wheatley's Pond / Underwoods Corner Rd Intersection Study	Town of Clayton	\$88,828	Century		\$8,882
Hickory Ridge Rd / Intersection Improvements	MPO / DelDOT	\$40,000	hybrid	pilot - hybrid with DelDOT Intersection Control Evaluation program	n/a
Milford US113 Corridor Study	City of Milford	\$100,000	TBD		\$10,000
Operations & Mangement Strategy Development	MPO	\$12,000	in-house	from 2050 MTP	n/a
Kent County Corridor Studies	MPO	TBD	TBD	from 2050 MTP	n/a
bike/ped project prep for October 2025 DelDOT pool submission	MPO	\$6,000	in-house	Dover Silver Lake Trail, Camden to Dover Trail, Smyrna to Bombay Hook Bike Connectivity, Hunn	n/a
School District Walk Zone studies	MPO	\$20,000	in-house	Capital, Smyrna, Caesar Rodney, Milford, Lake Forest	n/a
	TOTAL	\$505,828			\$27,882
continuing		contract projects =	\$272,828		
new		in-house projects =	\$133,000		
if time/money permits		DelDOT =	\$100,000		
in-house (at \$40/hour)			\$505,828		