

## ACRONYMS

For your information, these are some of the acronyms the MPO works with on a daily basis.

<b>AASHTO</b>	American Association of State Highway and Transportation Officials
<b>ACCESS MGT.</b>	The control and regulation of the spacing and design of driveways, medians, median openings traffic signals and intersections on arterial roads to improve safe and efficient traffic flow
<b>ADA</b>	Americans for Disadvantaged Act
<b>ADA</b>	Application for Development Approval for a Development of Regional Impact
<b>ABE</b>	Annual Budget Estimate
<b>AER</b>	Annual Expenditure Budget
<b>AHCA</b>	Agency for Health Care Administration
<b>AMPO</b>	Association of Metropolitan Planning Organizations - National association, which represents the concerns of metropolitan regions.
<b>APR</b>	Annual Performance Report
<b>ARRA</b>	American Recovery and Reinvestment Act of 2009
<b>ATMS</b>	Automatic Traffic Management System - the computerized traffic signal system that is currently being installed in two phases in Charlotte County in FY 98/99 and after FY 02/03.
<b>BCC</b>	Charlotte County Board of County Commissioners
<b>BEBR</b>	Bureau of Economic and Business Research - located at the University of Florida; provides population and economic projections.
<b>BPAC</b>	Bicycle/Pedestrian Advisory Committee - Appointed by the MPO Board and comprised of a representative from bicycle shop owners, bicycle club members, the American Automobile Club (AAA), and citizens from the West, Mid and South County geographical areas. The Committee provides recommendations on bicycle and pedestrian plans and projects.
<b>BMS</b>	Bridge Management System
<b>CAC</b>	Citizens Advisory Committee - appointed by the MPO Board, and consists of 11 voting citizen representatives including citizens of the three county geographic areas (West, Mid and South), plus elderly interests, handicapped interests, minority interests, and an At-Large member. The Committee is responsible for assisting the MPO Board and MPO staff in the formulation of goals and objectives for improving transportation in the region, soliciting public opinion, and provide comment on transportation planning issues and needs.

<b>CAMP</b>	Corridor Access Management Plan
<b>CAP</b>	Commuter Assistance Program
<b>CAPACITY</b>	The maximum traffic flow designation for a segment of roadway or a lane, within the control conditions for that particular segment of roadway or lane, usually expressed in “persons per hour” or “vehicles per hour”.
<b>CAT</b>	Charlotte Area Transit
<b>CATS</b>	Charlotte Urbanized Area Transportation Study
<b>CCAA</b>	Charlotte County Airport Authority
<b>CDMS</b>	Crash Data Management System
<b>CFASPP</b>	Continuing Florida Aviation System Planning Process
<b>CHHT</b>	Charlotte Harbor Heritage Trails Master Plan - An MPO developed Greenways and Blueways Master Plan whose purpose is to integrate the planning efforts taken by various agencies into one master Plan. The Plan centers around Charlotte Harbor and takes into account trail destinations and emphasizes natural, historical and cultural resource protection and education
<b>CIA</b>	Community Impact Assessment - A process to evaluate the effects of a transportation action on a community and its quality of life. The main areas of emphasis are for a CIA are social, economic, land use, aesthetic, relocation and displacement, and civil rights
<b>CIP</b>	Capital Improvements Program
<b>CMS</b>	Congestion Management System
<b>CONCURREN- ENCY</b>	Specific legal criteria that address the time requirements for providing services and facilities, jurisdiction over level of service standards for specific portions of the highway and road system, and other issues
<b>CONGESTION</b>	The reduction in traffic speed, reliability or maneuverability that occurs when traffic demand approaches or exceeds the available capacity of the transportation facility(ies)
<b>COOP</b>	Continuity of Operations Plan - A plan prepared by the MPO that describes the process and responsibilities of the MPO staff in the event of an emergency situation. This Plan attempts to ensure that the MPO will remain operational during an emergency event and will be able to provide essential services to the community before, during, and after an emergency event.
<b>CORRIDORS</b>	Highways, rail lines, waterways, and other exclusive-use facilities that connect major origin/destination markets within Florida or between Florida and other states/nations
<b>CST</b>	Construction – The final phase a transportation project and includes the construction and management of the project to final completion and testing. The construction phase includes such issues as contractor qualification and contract preparation and execution, bonding and insurance requirements, change order submittals and reviews, incentive and disincentive goals, progress payments, subcontractor requirements, records retention, project quality assurance testing and final construction “as built” certification.

<b>CTC</b>	Citizens Trails Committee
<b>CTC</b>	Community Transportation Coordinator – entity which coordinates transportation providers in conjunction with the Transportation Disadvantaged program.
<b>CTD</b>	Commission for the Transportation Disadvantaged
<b>CTDP</b>	Coordinated Transportation Development Plan - plan adopted by the LCB which addresses transportation disadvantaged services and programs.
<b>CPT-HSTP</b>	Coordinated Public Transit - Human Services Transportation Plan - A unified, comprehensive plan for public transportation service delivery that identifies the needs and the strategies for meeting the transportation requirements of individuals with disabilities, older adults, and those with limited incomes.
<b>CTPP</b>	Census Transportation Planning Package - Provides census demographics and journey to work data by traffic analysis zone.
<b>CTST</b>	Community Traffic Safety Team - A group of locally based safety advocates that meet monthly and who are committed to solving traffic safety problems through a comprehensive, multi-disciplinary approach. Members include local county, City of Punta Gorda and state agencies made up of law enforcement, school transportation, the MPO and FDOT safety specialists.
<b>CUTR</b>	University of Florida, Center for Urban Transportation Research located in Tampa
<b>CUTS</b>	Coordinated Urban Transportation Studies - committee comprised of FDOT District One and MPO staffs. The Committee includes the Metropolitan Planning Organizations from Charlotte, Collier, Lee, Polk, Sarasota, and Manatee County
<b>DBE</b>	Disadvantaged Business Enterprise
<b>DCA</b>	Department of Community Affairs
<b>DOEA</b>	Department of Elder Affairs
<b>DOPA</b>	Designated Official Planning Agency
<b>DRI</b>	Development of Regional Impact
<b>EAR</b>	Comprehensive Plan Evaluation and Appraisal Report
<b>EIC</b>	Englewood Interstate Connector
<b>EMERGING SIS</b>	Facilities and services of statewide or interregional significance that meet lower levels of people and goods movement than SIS facilities
<b>EOP</b>	Emergency Operations Plan
<b>ETAT</b>	Environmental Technical Advisory Team
<b>ETDM</b>	Efficient Transportation Decision Making – A FDOT initiative to improve and streamline the

environmental review and permitting process by involving resource protection agencies and concerned communities from the first step of planning

<b>FAC</b>	Florida Administrative Code
<b>FCTS</b>	Florida Coordinated Transportation System
<b>FDOT</b>	Florida Department of Transportation
<b>FHWA</b>	Federal Highway Administration
<b>FM</b>	Financial Management - Financial Management numbers are the identification scheme that FDOT uses for project funding. They replace the old WPI numbering scheme.
<b>FSUTMS</b>	Florida Standard Urban Transportation Model Structure - computer program used for traffic modeling.
<b>FS</b>	Florida Statutes
<b>FTA</b>	Federal Transit Administration, <i>formerly Urban Mass Transportation Administration (UMTA)</i>
<b>FTP</b>	Florida Transportation Plan- A statewide plan that defines Florida's long range transportation goals and objectives for at least the next 20 years
<b>GIS</b>	Geographic Information Systems: Computerized data management system to capture, store, retrieve, analyze and display geographically referenced information
<b>GPC</b>	General Planning Consultant A procedure used by the MPO to facilitate and expedite the traditional consultant contracting process
<b>HP&amp;R/D</b>	Highway Planning and Research/Department, also known as state "D" funds.
<b>ICAR</b>	Intergovernmental Coordination and Review - an agreement that designates the SWFRPC as the Area Clearinghouse for review of MPO documents and projects.
<b>IMS</b>	Intermodal Management System
<b>INTER-MODAL</b>	Relating to the connection between any two or more modes of transportation
<b>ISTEA</b>	Intermodal Surface Transportation Efficiency Act - Federal legislation that provides funding for transportation projects, including planning, for 6 years (through 1998).
<b>ITS</b>	Intelligent Transportation System – A wide range of advanced technologies and ideas, which, in combination, can improve mobility and transportation productivity, enhance safety, maximize the use of existing transportation facilities, conserve energy resources and reduce adverse environmental effects
<b>JPA</b>	Joint Participation Agreement - contract between local governing board and FDOT which provides FDOT funding for a specific project.
<b>LCB</b>	Local Coordinating Board - appointed by the OPA to set policies for the Transportation

Disadvantaged program.

<b>LOS</b>	Level of Service- A qualitative assessment of a roads operating conditions
<b>L RTP</b>	Long Range Transportation Plan – A long range (20-year) plan adopted by the MPO Board, and developed by the MPO to guide the effective investment of public funds in transportation facilities.
<b>MOA</b>	Memorandum of Agreement
<b>MPO</b>	Metropolitan Planning Organization - local agency responsible for coordinating transportation planning activities between local governments, FDOT, and FHWA.
<b>MPOAC</b>	Metropolitan Planning Organization Advisory Council – A statewide organization created by the Florida Legislature to augment the role of the individual MPOs in the cooperative planning process.
<b>MSTU</b>	Municipal Service Tax Unit
<b>NPS</b>	National Park Service
<b>OPA</b>	Official Planning Agency - governing board responsible for Transportation Disadvantaged program; it is the MPO for Punta Gorda-Port Charlotte.
<b>ORC</b>	Objections, Recommendations, and Comments - a report issued by the Florida Department of Community Affairs that reviews draft comprehensive plans.
<b>PARA-TRANSIT</b>	Forms of transportation service that are more flexible and personalized than conventional fixed route service.
<b>PD&amp;E</b>	Project Development and Environmental Study - A PD&E Study is a project phase that FDOT uses to ensure that consideration is given to engineering design, project costs, environmental and social impacts and public input in the development of major transportation projects. This phase includes developing design criteria, minimizing environmental impact, establishing operational and maintenance parameters, defining cost considerations, promoting innovation, and the establishment of public acceptance.
<b>PE</b>	Preliminary Engineering (Design) - The project phase following the PD & E Study. The PE phase includes the activities and resources related to location engineering and final design phases of highway and bridge construction projects. This phase includes topographic data collection, project development, surveying and mapping, and site engineering and design.
<b>PEA</b>	Planning Emphasis Area
<b>PPP</b>	Public Participation Plan – A document prepared by the MPO and adopted by the MPO Board in August 2008 that includes specific information on how the MPO will conduct public outreach, involvement and participation. The Plan covers both federal (SAFETEA-LU) and state requirements for public participation in transportation planning activities.
<b>PL</b>	Planning - FHWA Metropolitan Planning Program funds provided by ISTEA legislation that is the primary funding source for MPO planning programs.

<b>PMS</b>	Pavement Management System
<b>PTMS</b>	Public Transportation and Equipment Management System
<b>RFP</b>	Request for Proposal
<b>RPC</b>	Regional Planning Council- An organization that promotes communication, coordination, and collaboration among local governments, MPOs, on a broad range of regional issues, including transportation and land use planning.
<b>RSF</b>	Regionally Significant Facility- A facility that connects urban, urbanizing or rural areas within multi-county regions, provides connections, from regional activity centers to the SIS/Emerging SIS or other important regional travel routes
<b>RTCA</b>	Rivers, Trails, and Conservation Assistance Program
<b>R/W or ROW</b>	Right of Way – The phase of a transportation project. It is normally the project phase following the Preliminary Engineering (PE) phase. This phase consists of acquiring the real property necessary for the construction of transportation projects, including retention ponds. The Right of Way phase includes issues such as land ownership and title searches, geospatial plat and easement mapping, estimates of land acquisition project costs, land owner legal fees and potential eminent domain concerns, and completion and execution of landowner monetary remuneration.
<b>SAFETEA-LU</b>	The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users. SAFETEA-LU authorizes the federal surface transportation programs for highways, highway safety, and transit for the five year period from 2005-2009.
<b>SIS</b>	Strategic Intermodal System- A transportation system comprised of facilities and services of statewide and interregional significance, including appropriate components of all modes
<b>SMALL HUB AIRPORT</b>	A term used by the Federal Aviation Administration to identify commercial service airports that account for 0.05% to .25% of the U.S. passenger emplacements in the United States
<b>SMS</b>	Safety Management System
<b>SPR</b>	State Planning and Research
<b>SWFRPC</b>	Southwest Florida Regional Planning Council
<b>SWFTI</b>	Southwest Florida Transportation Initiative
<b>TAC</b>	Technical Advisory Committee - A Committee appointed by MPO Board and comprised of fifteen technically qualified members from governments and agencies participating in the MPO process. This Committee advises the MPO Board by providing technical input, coordination of transportation plans and programs arising from the review of all transportation technical studies and reports.
<b>TAZ</b>	Traffic Analysis Zone - Area comprised of census blocks and that cluster to form census tracts.
<b>TCAC</b>	Technical & Citizens Advisory Committee - special temporary committee composed of both

technical staff and citizens to provide in-depth review of a specific project.

<b>TD</b>	Transportation Disadvantaged- Those persons who, because of disability, income status or age, are unable to transport themselves or to purchase transportation services
<b>TDM</b>	Travel Demand Management - Programs designed to reduce demand for transportation through various means, such as the use of public transit and alternative work hours
<b>TDP</b>	Transit Development Plan - a study performed to analyze the feasibility of providing different types of transit services within an urban area.
<b>TDSP</b>	Transportation Disadvantaged Service Plan
<b>T/E</b>	Trip and Equipment
<b>TEA-21</b>	Transportation Equity Act for the 21 <sup>st</sup> Century - Legislated in 1998, TEA-21 authorized federal funding for highway, transit, and other surface transportation programs for the years 1998-2003. TEA-21 preceded the current federal SAFETEA-LU transportation funding legislation.
<b>TMA</b>	Transportation Management Area: Charlotte County-Punta Gorda MPO is not a TMA because the population of its urbanized area is under 200,000.
<b>TIP</b>	Transportation Improvement Program – Short-term (three to five years) plan of approved policies developed by the MPO for a jurisdiction that is fiscally constrained
<b>TOP</b>	Transportation Outreach Program
<b>TRB</b>	Transportation Research Board - National organization affiliated with the National Association of Academies of Science
<b>TRANSIT</b>	Mass transportation by bus, rail, or other conveyance that provides general or special services to the public on a regular basis and continuing basis.
<b>TRIP</b>	Transportation Regional Incentive Program
<b>TSM</b>	Transportation System Management - An approach in planning and engineering aimed at optimizing the safety and efficiency of the existing transportation system through the use of low cost and effective improvements as opposed to expensive capital improvements
<b>TTF</b>	Transit Task Force
<b>UPWP</b>	Unified Planning Work Program - document, which presents all, tasks to be performed by the MPO; includes funding sources.
<b>USDOT</b>	United States Department of Transportation
<b>UA</b>	Urbanized Area - A geographic area with a population of 50,000 or more, as designated by the U.S. Bureau of the Census
<b>WORK PROGRAM</b>	The five-year listing of all transportation projects planned for each fiscal year by FDOT, as adjusted for the legislatively approved budget for the first year of the program