

FY 2018
PLANNING WORK PROGRAM
ANNUAL PROPOSED FUNDING SOURCES TABLE
Mid-Carolina Rural Planning Organization

TASK CODE	TASK CODE/ WORK PRODUCT DESCRIPTION	WORK PRODUCT FORMAT	GEOGRAPHY	PRIMARY PROJECT # (IF APPLICABLE) FY2018	RPO PROGRAM FUNDS		
					HIGHWAY/TRANSIT		TOTAL
					LOCAL 20%	STATE 80%	
I. DATA COLLECTION AND ASSESSMENT					\$ 4,000	\$ 16,000	\$ 20,000
I-1	DATA COLLECTION AND ASSESSMENT						
I-1.1	CTP Inventory and Assessment						
	Updated Prioritized List of CTP Needs	Spreadsheet	Mid-Carolina	1617-00			
	Updated Inventory of CTPs and Transportation Related Plans	Spreadsheet	Mid-Carolina	1617-00			
I-1.2	Bicycle and Pedestrian Inventory and Assessment						
	Assist with local bicycle and pedestrian planning studies	Meeting Participation	Mid-Carolina	1617-00			
	Participate and Assist with the Cape Fear Region Bike Plan and other regional Bike and pedestrian related plans	Meeting Participation	Mid-Carolina	1516-07			
I-1.3	Parking Inventories						
I-1.4	Vehicle Occupancy Rates (VOR) Counts and Assessment						
I-1.5	Traffic Volume Counts and Assessment						
	Assist with Analyzing Traffic Count Locations for CTPs as needed	Mapping	Mid-Carolina	1516-06			
	Local Requests for Traffic Volume Data	Summary/Assessment	Mid-Carolina	1617-00			
I-1.6	Crash Data and Assessment						
	Identify and Map High Crash Locations for RPO Region	Mapping	Mid-Carolina	1617-00			
I-1.7	Public Transportation Service Data and Assessment						
	Complete New Human Service Transportation Plan as needed	Report	Mid-Carolina	1516-05			
	Attend Cumberland County Transportation Advisory Board Mtgs as needed	Meeting Participation	CUMBERLAND	1617-00			
I-1.8	Multimodal Data Collection and Assessment						
	Participate in the Fayetteville to Wilmington Greenway Study and other regional studies as needed	Summary/Assessment	Mid-Carolina	1617-00			
I-1.9	Freight Data Collection and Assessment						
I-1.10	Socioeconomic Data Inventory						
I-1.11	Environmental and Land use Data Inventory and Assessment						
	Maintain Up-to-Date Land Use Data for the Region	Mapping	Mid-Carolina	1617-00			
I-1.12	Demographic Data Collection and Assessment						
	Update Maps: Minority, Low Income, and Disabled Populations	Mapping	Mid-Carolina	1617-00			
	Update Maps Identifying Population Density	Mapping	Mid-Carolina	1617-00			
II. TRANSPORTATION PLANNING					\$ 2,000	\$ 8,000	\$ 10,000
II-1	COMPREHENSIVE TRANSPORTATION PLAN (CTP) DEVELOPMENT						
II-1.1	Develop CTR Vision						
II-1.1.a	CTP Study Setup						
II-1.1.b	Local CTP Vision						
II-1.2	Conduct CTP Needs Assessment						
II-1.2.a	Data Collection and Assessment						
	Participation in CTP Steering Committee Meetings	Meeting Participation	Mid-Carolina	1516-06			
	Keep Minutes for CTP Meetings as needed	Summary/Assessment	Mid-Carolina	1516-06			
	Verify Population, Housing and Employment Data	GIS Data	Mid-Carolina	1516-06			
II-1.2.b	Current and Future Year Data Endorsements						
	Participation in CTP Steering Committee Meetings	Meeting Participation	Mid-Carolina	1516-06			
	Keep Minutes for CTP Meetings as needed	Summary/Assessment	Mid-Carolina	1516-06			
	Endorse Data for the CTP	Meeting Participation	Mid-Carolina	1516-06			
II-1.2.c	Deficiency Assessment						
	Participation in CTP Steering Committee Meetings	Meeting Participation	Mid-Carolina	1516-06			
	Evaluate Deficiencies in the Current Transportation Network	Mapping	Mid-Carolina	1516-06			
	Keep Minutes for CTP Meetings as needed	Summary/Assessment	Mid-Carolina	1516-06			
II-1.3	Analyze Alternatives and Environmental Screening						
II-1.3.a	Alternatives Assessment						
	Review Alternatives for Projects and Recommendations	Meeting Participation	Mid-Carolina	1516-06			
	Participation in CTP Steering Committee Meetings	Meeting Participation	Mid-Carolina	1516-06			
	Keep Minutes for CTP Meetings as needed	Summary/Assessment	Mid-Carolina	1516-06			
II-1.3.b	Local Alternative Consensus						
	Review Alternatives for Feasibility and Reach Consensus if Needed	Meeting Participation	Mid-Carolina	1516-06			
	Participation in CTP Steering Committee Meetings	Meeting Participation	Mid-Carolina	1516-06			
	Keep Minutes for CTP Meetings as needed	Summary/Assessment	Mid-Carolina	1516-06			
II-1.4	Develop Final Plan						
II-1.4.a	Develop CTP Maps						
	Participation in CTP Steering Committee Meetings	Meeting Participation	Mid-Carolina	1516-06			
	Keep Minutes for CTP Meetings as needed	Summary/Assessment	Mid-Carolina	1516-06			
II-1.4.b	Local Endorsement						
	Participation in CTP Steering Committee Meetings	Meeting Participation	Mid-Carolina	1516-06			
	Keep Minutes for CTP Meetings as needed	Summary/Assessment	Mid-Carolina	1516-06			
	Get Endorsement from Mid-Carolina RTAC	Meeting Participation	Mid-Carolina	1516-06			
	Assist NCDOT Staff with Endorsement from Local Governments	Meeting Participation	Mid-Carolina	1516-06			
II-1.4.c	Adopt Plan						
	Participation in CTP Steering Committee Meetings	Meeting Participation	Mid-Carolina	1516-06			
	Assist with Adoption of CTPs	Meeting Participation	Mid-Carolina	1516-06			
II-1.4.d	CTP Document						
	Keep Minutes for CTP Meetings as needed	Summary/Assessment	Mid-Carolina	1516-06			
II-1.4.e	CTP and Local Land Use Revisions						
	Review existing CTPs for Possible Updates	Summary/Assessment	Mid-Carolina	1516-06			

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TASK CODE	TASK CODE/ WORK PRODUCT	WORK PRODUCT	GEOGRAPHY	PRIMARY PROJECT #	RPO PROGRAM FUNDS		
					HIGHWAY/TRANSIT		
II-1.4.f	Development of Local Implementation Strategies						
	Assist with Implementing Local Strategies	Administrative	Mid-Carolina	1516-06			
II-2	PRIORITIZATION AND PROGRAM DEVELOPMENT				\$ 3,000	\$ 12,000	\$ 15,000
II-2.1	Local Project Prioritization						
II-2.1.a	Local Project Prioritization						
	Adjust Methodology as needed for SPOT Prioritization	Report	Mid-Carolina	1415-05			
	Prioritize Projects for SPOT Prioritization	Spreadsheet	Mid-Carolina	1415-05			
II-2.1.b	Project Entry and SPOT Prioritization Process						
	Input Project Points from SPOT Prioritization	Summary/Assessment	Mid-Carolina	1415-05			
II-2.2	STIP Participation						
II-2.2.a	STIP Participation						
	Review Status of RPO Projects in Draft Work Plan/STIP for TCC/TAC	Summary/Assessment	Mid-Carolina	1617-00			
II-3	PROJECT DEVELOPMENT				\$ 2,000	\$ 8,000	\$ 10,000
II-3.1	Problem Statement and Purpose and Need						
II-3.1.a	Purpose and Need Data						
	Develop Purpose and Need Data for Newly Proposed Projects	Summary/Assessment	Mid-Carolina	1617-00			
II-3.1.b	Public Involvement Strategies						
II-3.2	Merger Process						
II-3.2.a	Meeting Attendance						
	Attend Project Merger Meetings as Needed	Meeting Participation	Mid-Carolina	1617-00			
II-3.2.b	Review and Comment						
	Review and Comment on Minutes, Draft Documents, etc (as needed)	Summary/Assessment	Mid-Carolina	1617-00			
II-3.3	Indirect and Cumulative Effects						
II-3.3.a	ICE Assessment of Probable Growth						
II-4	GENERAL TRANSPORTATION PLANNING				\$ 7,863	\$ 31,450	\$ 39,313
II-4.1.a	Regional or Statewide Planning						
	NCARPO Quarterly Meetings	Meeting Participation	Statewide	1617-00			
	Eastern North Carolina MPO/RPO Coalition Participant	Meeting Participation	Regional	1617-00			
	Attend Annual NCAMPO/NCARPO Conference	Meeting Participation	Statewide	1617-00			
	Attend FAMPO Quarterly Meetings	Meeting Participation	Regional	1617-00			
	Attend Regional Land Use Advisory Committee Meetings	Meeting Participation	Regional	1516-07			
	Participate in other regional or statewide planning efforts as needed	Meeting Participation	Statewide	1617-00			
II-4.1.b	Special Studies and Projects						
II-4.1.c	CMAQ Planning						
II-4.1.d	Air Quality Assessment						
	Participate with Sustainable Sandhills/FAMPO on Air Quality issues	Meeting Participation	Regional	1617-00			
	Participate in Cumberland County Air Quality Poster Contest Outreach	Meeting Participation	CUMBERLAND	1516-02			
	Monitor Air Quality Conditions and Regulations	Administrative	Mid-Carolina	1617-00			
II-4.1.e	Alternative Funding						
	Work on Securing Funding for Fay to Wilm Greenway	Summary/Assessment	Mid-Carolina	1314-01			
II-4.1.f	Training and Certification						
	ARC GIS Training	Administrative	Mid-Carolina	1617-00			
II-4.2	Title VI						
II-4.2.a	RPO Affirmation of Title VI Compliance						
	Map Low Income Population Areas and Proposed Highway Projects	Mapping	Mid-Carolina	1617-00			
	Analyze Projects for Title VI Impacts	Administrative	Mid-Carolina	1617-00			
II-4.2.b	Transportation Initiatives and ADA Compliance						
II-4.2.c	Environmental Justice Assessment						
	Map High Minority Population Areas and Proposed Highway Projects	Mapping	Mid-Carolina	1617-00			
	Analyze Projects for Environmental Justice Impacts	Summary/Assessment	Mid-Carolina	1617-00			
II-4.2.d	Limited English Proficiency (LEP) Assessment						
	Identify LEP Dense Areas	Mapping	Mid-Carolina	1617-00			
III. ADMINISTRATION OF TRANSPORTATION PLANNING AND POLICIES							
III-1	ADMINISTRATIVE DOCUMENTS AND PUBLIC INVOLVEMENT				\$ 4,400	\$ 17,600	\$ 22,000
III-1.1	Administrative						
III-1.1.a	Planning Work Program						
	Prepare PWP for FY 2019	Administrative	Mid-Carolina	1617-00			
III-1.1.b	5-Year Planning Calendar						
	Prepare 5-Year Planning Calendar for FY 2019	Administrative	Mid-Carolina	1617-00			
III-1.1.c	Quarterly Invoice and Progress Reports						
	Prepare Quarterly Invoices and Reports	Administrative	Mid-Carolina	1617-00			
III-1.1.d	TCC/TAC Work Facilitation						
	Prepare Minutes, Agendas, Membership Lists, Conduct Meetings	Administrative	Mid-Carolina	1617-00			
	Prepare Resolutions, etc. Stemming From TAC/TCC Meeting Directives	Administrative	Mid-Carolina	1617-00			
III-1.1.e	Regulatory Documents						
	Work with TAC Members to Ensure They Meet the Ethics Requirements	Administrative	Mid-Carolina	1617-00			
III-1.1.f	Miscellaneous Expenses						
	Respond to Requests From Members, Public Officials, Staff, Citizens	Administrative	Mid-Carolina	1617-00			
III-1.2	Public Involvement						
III-1.2.a	Public Involvement Plan (PIP)						
	Adopt Updated Public Involvement Plan	Report	Mid-Carolina	1415-01			
III-1.2.b	Documentation of Public Input						
	Documentation of Attendees and Input at Workshops	Report	Mid-Carolina	1617-00			
	Attendance at PDEA Informational Workshops and Public Hearings	Meeting Participation	Mid-Carolina	1617-00			
	Maintain Website	Other	Mid-Carolina	1617-00			
	Advertisement of SPOT Information	Other	Mid-Carolina	1617-00			
	Advertisement of Human Service Transportation Plan Meetings	Other	Mid-Carolina	1617-00			
	Advertisement of other planning efforts as needed	Other	Mid-Carolina	1617-00			
TOTAL					\$ 23,263	\$ 93,050	\$ 116,313

TASK CODE	TASK CODE/ WORK PRODUCT	WORK PRODUCT	GEOGRAPHY	PRIMARY PROJECT #	RPO PROGRAM FUNDS	
					HIGHWAY/TRANSIT	

Approved by the Mid-Carolina RPO TAC on April 25, 2017

Signature, TAC Chairman

Signature, RPO Director