



**MEMORANDUM**

**TO:** Southwest Washington Regional Transportation Council Board of Directors  
**FROM:** Matt Ransom, Executive Director   
**DATE:** March 31, 2015  
**SUBJECT:** **FY 2016 Unified Planning Work Program – Draft Review**

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**AT A GLANCE**

*The purpose of this memorandum is to provide the Board with a DRAFT Unified Planning Work Program (UPWP) in advance of a request for Board adoption of RTC’s UPWP at the May RTC Board meeting. The UPWP is prepared annually by RTC as a federal requirement of all MPOs prior to receipt of federal and state transportation planning and project grant funds. The FY 2016 UPWP is consistent with RTC’s calendar year 2015 Work Plan and Budget.*

**BACKGROUND**

The Unified Planning Work Program (UPWP) documents the transportation planning activities to be carried out by RTC as the Metropolitan Planning Organization (MPO) for Clark County (within the Portland-Vancouver metropolitan area). The UPWP is prepared and transportation planning activities are performed in response to the requirements of all MPOs in federal regulations; United States Code (USC) Titles 23 and 49. RTC’s draft FY 2016 UPWP covers a one year period from July 1, 2015 to June 30, 2016. The UPWP is consistent with RTC’s calendar year 2015 Work Plan and Budget adopted by the RTC Board in December 2014 (RTC Board Resolution 12-14-23). The FY 2016 UPWP extends the Work Plan’s timeframe by six months. In addition to describing upcoming transportation planning activities, the UPWP also details the funding sources required to carry out the program and addresses the major transportation policy issues of the upcoming year. This month’s agenda item provides RTC Board members an opportunity to review the draft FY 2016 UPWP.

**UPWP DEVELOPMENT PROCESS**

The FY2016 UPWP builds upon RTC’s CY 2015 Work Program and continues core work program elements and reflects planning emphasis areas. Guidance on development of the UPWP is provided to MPOs / Regional Transportation Planning Organizations (RTPOs) in a Transportation Planning Guidance document prepared jointly by WSDOT, FHWA and FTA. To meet federal requirements, the UPWP must include a discussion of the planning priorities facing the MPO (see UPWP pages xv to xvii). The UPWP is developed by the RTC in cooperation with state Department of Transportation and transit operators. Members of RTC’s Regional Transportation Advisory Committee also help to develop the draft UPWP.

**FY 2016 UPWP FEDERAL AND STATE PLANNING EMPHASIS AREAS**

The UPWP is expected to reflect federal and state transportation Planning Emphasis Areas (PEAs) as identified by the Federal Highway Administration (FHWA), the Federal Transit

Administration (FTA), and the Washington State Department of Transportation (WSDOT). The federal, state and local emphasis areas are described in detail on pages x through xv of RTC's draft FY 2016 UPWP.

### **Federal Emphasis Areas:**

In summary, federal emphasis is on the MPO's compliance with the federal transportation act, MAP-21, and continued implementation of a metropolitan transportation planning program that meets the requirements of 23CFR 450.308 and 23CFR 420.111. This includes addressing the eight federal transportation planning factors outlined on pages xii to xiii of RTC's draft FY 2016 UPWP. In addition to implementation of MAP-21, with particular focus on required performance measures, federal emphasis areas include regional planning cooperation to ensure cooperation and coordination across MPO boundaries and "ladders of opportunity" to address connectivity gaps in access to essential services.

### **State Emphasis Areas:**

The Growth Management Act (GMA) establishes Regional Transportation Planning Organizations (RTPOs) as the venues for identifying regional priorities and coordinating transportation planning at all jurisdictional levels with local comprehensive plans. The regional transportation plan prepared by the RTPO plays an important role in achieving consistency between state, county, city, and town plans and policies. The State emphasizes that RTPOs should continue to implement the GMA and support the six legislative transportation system policy goals of RCW 47.04.280. These goals are: 1) Economic Vitality; 2) Preservation; 3) Safety; 4) Mobility; 5) Environment; and 6) Stewardship.

### **State and Federal Emphasis Areas:**

State and federal emphasis areas expected to be reflected in regional UPWPs for FY 2016 include tribal coordination and consultation, annual reporting on the MPO/RTPO planning work program, work to ensure interlocal agreements are in place and updated as necessary, coordination with statewide planning efforts with MPO's/RTPO's participation in statewide modal plans and phase 2 of the statewide long-range transportation plan (Washington Transportation Plan), regular updating of website information, corridor planning and coordinating on implementation of MAP-21.

### **Local Emphasis Areas:**

Local Emphasis Areas for year 2015 as outlined in RTC's CY 2015 Work Program include: regional project funding, 2035 Regional Transportation Plan implementation, regional freight planning and data collection, Map-21 implementation, and partnership building.

## **FY 2016 UPWP FORMAT & BUDGET**

As in previous years, the draft UPWP has four major areas: (1) Regional Transportation Planning Program, (2) Data Management and Travel Forecasting Process, (3) Transportation Program Coordination and Management, and (4) Transportation Planning Activities of State and

Local Agencies. Each section includes work elements that document the anticipated transportation planning activities to be carried out in FY 2016.

To meet federal requirements for Transportation Management Areas (TMAs), such as Clark County, the UPWP must include a discussion of the planning priorities facing the metropolitan planning area and describe all metropolitan transportation and transportation-related air quality planning activities (including corridor and subarea studies) anticipated within the area, regardless of funding sources or agencies conducting the activities.

To carry out the metropolitan transportation planning program required of Metropolitan Planning Organizations and state Regional Transportation Planning Organization, FHWA and FTA grant federal funds and the state grants state planning funds. The table below presents WSDOT funding estimates for allocated federal PL and FTA funding and an estimate of state Regional Transportation Planning Organization (RTPO) funds RTC may receive to carry out the FY 2016 regional transportation planning program. The distribution of these estimated revenues to work elements is summarized on the final page (page 56) of RTC's draft FY 2016 UPWP.

**FY 2016 Estimated MPO Funding:**

FHWA PL	\$548,000
FTA Section 5303	\$262,500 (100% of FY 2016 and 50% 2015 funds)
RTPO Planning	\$172,000

**PARTNER REVIEW**

After a first draft UPWP was developed by RTC and planning partners in early 2015, the Regional Transportation Advisory Committee (RTAC) reviewed the draft at its January 16 meeting prior to RTC's review meeting with FHWA, FTA and WSDOT Headquarter staff held on February 17. RTC received comments from WSDOT and FHWA/FTA resulting from the February review meeting and those comments have been incorporated into the proposed UPWP as appropriate.

**Bi-State UPWP Requirements**

The Portland-Vancouver metropolitan area is served by two MPOs. In a bi-state region, the MPOs must cooperate and coordinate in development and adoption of the UPWP. RTC's draft UPWP is reviewed by Metro's Transportation Policy Alternatives Committee (TPAC) and Joint Policy Advisory Committee on Transportation (JPACT). JPACT and the Metro Council takes action to adopt Metro's own UPWP and endorse RTC's. Likewise, Metro's draft UPWP is reviewed by RTC's Regional Transportation Advisory Committee (RTAC) and the RTC Board is asked to endorse Metro's UPWP as part of the adoption process for RTC's UPWP. Metro's draft 2015/2016 UPWP is available online for review at:

<http://rim.metro-region.org/webdrawer/webdrawer.dll/webdrawer/rec/360205/view/>

**NEXT STEPS**

Following the April 7 RTC Board meeting, the draft FY 2016 UPWP will be available on RTC's website for comment. RTAC will be asked to recommend action on the FY 2016 UPWP at their April 17 meeting. The FY 2016 UPWP will be scheduled for RTC Board approval at the May 5 Board meeting, including endorsement of Metro's 2015-2016 UPWP consistent with applicable requirements and schedules. This timeline would meet the federal and WSDOT-required timeline to have UPWPs submitted by June 19 with FHWA and FTA approval by June 30 thus allowing the UPWP to take effect on July 1, 2015.

**Attachment:** RTC's FY 2016 UPWP - DRAFT

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