



Unified Transportation Planning Work Program

Rhode Island Department of Administration/Division of Statewide Planning
July 2017 - June 2018

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Rhode Island Department of Administration
Division of Statewide Planning
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Providence, RI 02908-5870

FY 18 Unified Transportation Planning Work Program

July 2017 – June 2018

Statewide Planning prepares and maintains plans for the physical, economic, and social development of the state; encourages their implementation; and coordinates the actions of state, local and federal agencies and private individuals within the framework of the state's development goals and policies. The basic charge is established by Sections 42-11-10 and 12 of the General Laws. The Statewide Planning Program consists of the State Planning Council and staff who specialize in land use, comprehensive planning, GIS, transportation, and other related topics.



RI Division of Statewide Planning

This document has been prepared in cooperation with the Rhode Island Department of Transportation, the Rhode Island Public Transit Authority, and the U.S. Department of Transportation, Federal Highway Administration, and Federal Transit Administration. The contents of this work program reflect the views of the authors who are responsible for the opinions, findings, and conclusions presented herein. The contents do not necessarily reflect the views or policies of the Federal Highway Administration, the Federal Transit Administration, the Rhode Island Department of Transportation, or the Rhode Island Public Transit Authority.

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Section I: Introduction

Purpose and Authority

This document serves as the Unified Planning Work Program (UPWP) for the State's Metropolitan Planning Organization (MPO). It summarizes the numerous programs and projects that the MPO expects to conduct over the next year. It also documents the proposed expenditure of federal, state, and local transportation planning funds over the next year.

Transportation planning requirements for statewide and metropolitan planning organizations are set by federal legislation and rules issued by the United States Department of Transportation (USDOT). This UPWP complies with the requirements set forth in regulations adopted on November 14, 2007 in 23 CFR Part 450 and 49 CFR Part 613, Statewide and Metropolitan Planning Final Rule. In addition to meeting the federal transportation planning requirements, this UPWP serves as a management tool for the Statewide Planning Program; therefore, it also includes some activities that are undertaken by the Division of Statewide Planning that are not funded with transportation funds.

Organization of this Document

Section II, Transportation Planning in Rhode Island, provides an overview of the metropolitan planning area, the organizational structure of the metropolitan planning organization, a description of the State Guide Plan, the interconnected planning process in Rhode Island, and recent funding initiatives.

Section III, Program Area Descriptions, identifies Federal key areas of emphasis, presents individual program areas, provides an objective for each program area, and provides specific functions (tasks) to be performed. Many of the tasks include ongoing functions and cover an array of specific activities (e.g. participation on various committees) and therefore are described in more general terms. In addition, some Program Areas include specific *projects* which are described in detail in Section IV.

Section IV, Project Descriptions, provides specific information on any projects listed in the Program Area Descriptions. An index of all projects is provided in the beginning of the section. An information sheet is included for each project which includes the project title, associated program area, project manager, support staff, a description and scope of the project, project objectives and tasks by quarter, final products, and project costs.

Section V displays the resources available to the MPO to accomplish the tasks included in this work program. It also includes the hours dedicated to each program area by employee and the total funding amount dedicated to each program area by funding source.

The document concludes with appendices for the RIDOT Work Plan, the RIPTA Work Plan, the Indirect Cost Allocation Plan, and the required certification of the of the Cost Allocation Plan.

Unified Planning Work Program Development Process

This UPWP is intended to implement state policy as outlined in the State Guide Plan, particularly *Transportation 2035* and *Land Use 2025*. The work program forms a holistic transportation planning process unique to Rhode Island. Rhode Island's unique MPO structure provides significant advantages. Because the MPO, transit agency, and transportation department all cover the same geographic area, Rhode Island can plan its transportation system within the context of a statewide vision for the physical, social, and economic development of the state. This work program describes the MPO activities that will help the state to achieve its vision strategically, using a coordinated approach to planning and investment.

The development of the FY 18 UPWP began in January with the solicitation of major new projects from staff of the Rhode Island Department of Administration's Division of Statewide Planning (RISP), as well as from the Rhode Island Department of Transportation (RIDOT), and the Rhode Island Transit Authority (RIPTA). Several meetings of the three agencies were held to discuss the projects and ways to better coordinate and fund the work between the agencies. Several drafts of the UPWP were circulated to FTA and FHWA, the State Planning Council (in its role as the MPO), and its Technical and Transportation Advisory Committees for review and comment. Sections I-III were presented for review and comments in April and May, and Section IV was presented in May. Input from those bodies was taken and incorporated into the UPWP. The updated UPWP was then presented again to the MPO and MPO advisory committees for final review and approval. A complete final draft was presented for the MPO's approval in June. The approved UPWP was then submitted to FTA and FHWA for review and approval.

DEFINITION OF AREA

The Metropolitan Planning Organization is uniquely structured in Rhode Island in that the MPO boundaries cover the entire state, which has a land area of approximately 1,054 square miles and a population of approximately 1,056,000 according to the 2015 U.S. Census population estimate.

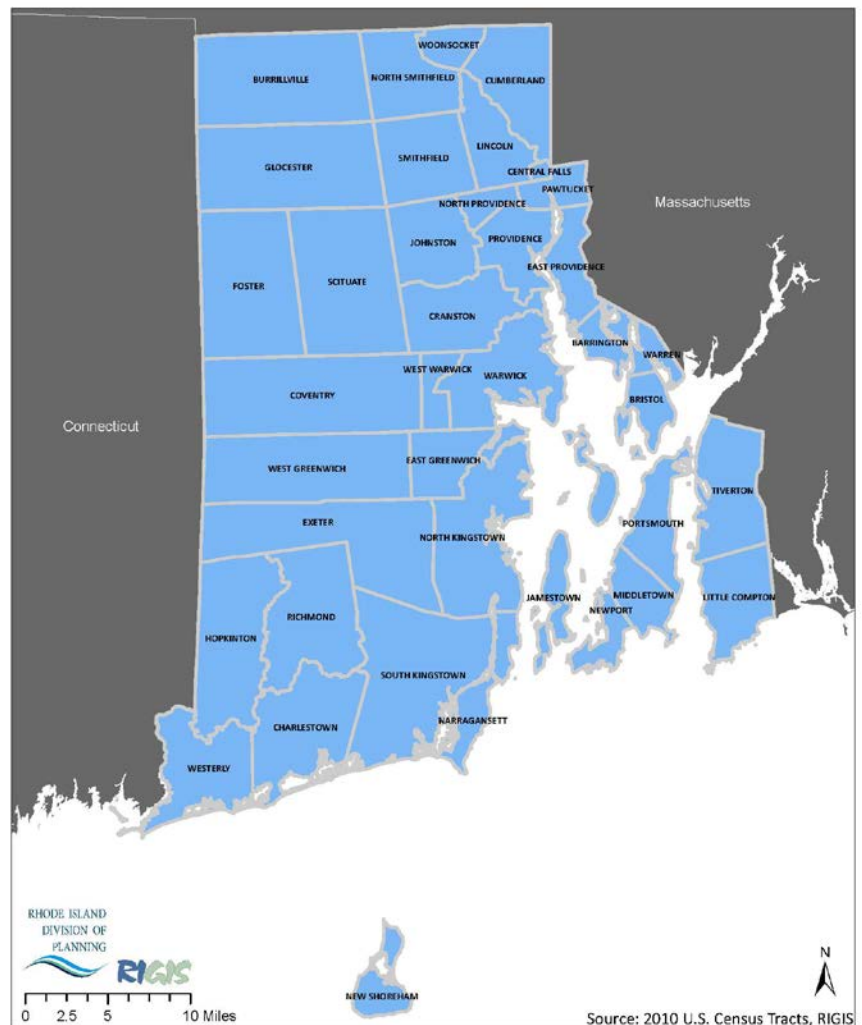
Section II: Transportation Planning in Rhode Island

Definition of Area

The Metropolitan Planning Organization is uniquely structured in Rhode Island in that the MPO boundaries cover the entire state, which has a land area of approximately 1,054 square miles and a population of approximately 1,056,000 according to the 2015 U.S. Census population estimate. The MPO also includes the Rhode Island portion of the Providence, RI-MA Urbanized Area and the Rhode Island portion of the Norwich-New London, CT-RI Urbanized Area, and the Rhode Island portion of Boston, MA-NH-RI UZA. The area is fully incorporated and is comprised of 39 individual municipalities. There is no formal county government structure.

State of Rhode Island - Map of Municipalities

May 2017



Section II: Transportation Planning in Rhode Island

Organizational Structure

Governor Philip W. Noel designated the State Planning Council as the MPO in 1974. Governor Bruce Sundlun reaffirmed that designation in 1992. In 2013, Section 42-11-10 of the Rhode Island General Laws, titled Statewide Planning Program, was amended to designate the State Planning Council as the State's single, statewide MPO. The Division of Statewide Planning, described in detail below, serves as staff to the State Planning Council. The membership of the State Planning Council is also articulated in § 42-11-10 and includes:

1. The Director of the Department of Administration as Chairperson;
2. The Director, Policy Office, in the Office of the Governor, as Vice-Chairperson;
3. The Governor, or his or her designee;
4. The Budget Officer;
5. The Chairperson of the Housing Resources Commission;
6. The highest-ranking administrative officer of the Division of Planning, as Secretary;
7. The President of the League of Cities and Towns or his or her designee and one official of local government, who shall be appointed by the governor from a list of not less than three (3) submitted by the Rhode Island League Cities and Towns;
8. The Executive Director of the League of Cities and Towns;
9. One representative of a nonprofit community development or housing organization appointed by the Governor;
10. Six (6) public members, appointed by the Governor, one of whom shall be an employer with fewer than fifty (50) employees, and one of whom shall be an employer with greater than fifty (50) employees;
11. Two (2) representatives of a private, nonprofit environmental advocacy organization, both to be appointed by the Governor;
12. The Director of Planning and Development for the City of Providence;
13. The Director of the Department of Transportation;
14. The Director of the Department of Environmental Management;
15. The Director of the Department of Health;
16. The Chief Executive Officer of the Commerce Corporation;
17. The Commissioner of the Rhode Island Office of Energy Resources;
18. The Chief Executive Officer of the Rhode Island Public Transit Authority;
19. The Executive Director of Rhode Island Housing; and
20. The Executive Director of the Coastal Resources Management Council.

The State Planning Council (SPC) has three permanent advisory committees:

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- **The Technical Committee** advises the staff of the Division of Statewide Planning, provides feedback on major plans, and provides other advice as requested by the State Planning Council. Membership of the Technical Committee parallels that of the State Planning Council, with representatives of State agencies, local governments, citizens from different areas of the state, and federal advisory members. The Chief of Planning serves as Secretary. The Committee is intended to ensure representation of diverse interests and views in the Statewide Planning Program's activities.
- **The Transportation Advisory Committee (TAC)** advises the State Planning Council on transportation planning and encourages public involvement in the process. The TAC reviews and provides input into the transportation planning documents that are the responsibility of the State Planning Council (notably the Long Range Transportation Plan and Transportation Improvement Program). The membership includes local officials, State agencies, organizations representing a variety of transportation interests, citizens from different areas of the state, and the Narragansett Indian Tribe.
- **The Rhode Island Geographic Information System (RIGIS) Executive Committee** provides policy guidance and coordination of efforts of organizations in Rhode Island using GIS technology. It coordinates data development, adopts technical standards, sets distribution policy for GIS products, promotes the use of GIS, and provides information and assistance to users. The membership includes individuals and organizations with GIS expertise including those in federal, state, and local government, education, consulting services, and utility operation.

The Division of Statewide Planning serves as the principal staff of the SPC. The Division prepares and maintains the State Guide Plan which consists of a series of long range plans for the physical, economic, and social development of the state; encourages their implementation; and coordinates the actions of state, local, and federal agencies and private individuals within the framework of the State's development goals and policies. The basic charge is established by Sections 42-11-10 and 12 of the Rhode Island General Laws. The Division of Statewide Planning currently consists of 23 full time staff that specialize in transportation, land use, natural resources, comprehensive planning, GIS, data analysis, and other related topics. See Figure 2 for an Organizational Chart. The Division of Statewide Planning also closely collaborates with several other agencies in fulfilling its duties, particularly those related to transportation planning. These agencies include:

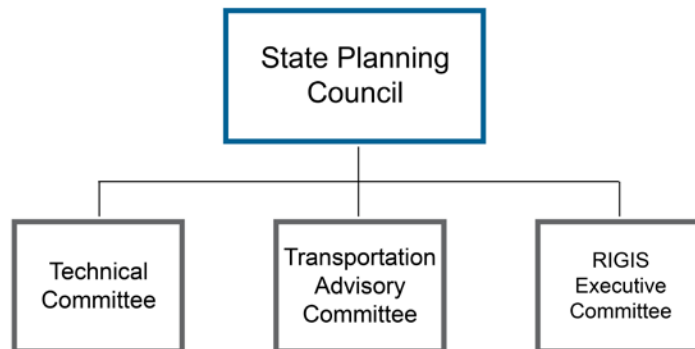
- **Rhode Island Department of Transportation (RIDOT)** – The MPO works cooperatively with RIDOT in carrying out all of its transportation and air quality activities. RIDOT serves on the State Planning Council as well as the Technical

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Committee and the Transportation Advisory Committee. RIDOT has the lead responsibility in many areas of transportation including safety, intermodal planning, and system operations. The MPO is an active partner and collaborator in all of these areas. RIDOT also partners with the Massachusetts Bay Transit Authority (MBTA) for the provision of commuter rail service and identifies rail transit projects for inclusion in the TIP. RIDOT is also a key partner in the implementation of the State's Congestion Management Process. In addition, it serves as the conduit for the metropolitan planning funds the State receives from the Federal Highway Administration and the Federal Transit Administration.

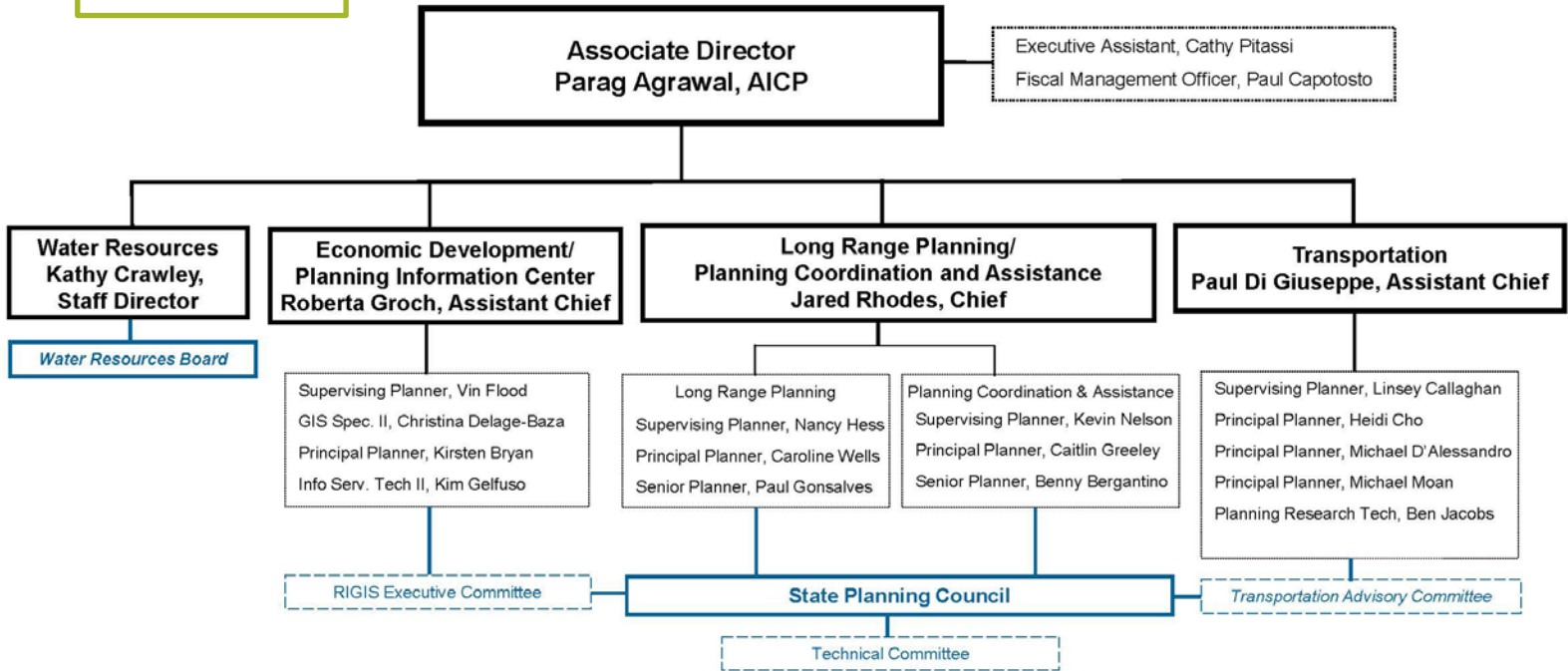
- **Rhode Island Public Transit Authority (RIPTA)** – The MPO works cooperatively with RIPTA, the only provider of public bus transit in the state. RIPTA has many responsibilities including capital and service bus transit needs; identifying bus transit projects for inclusion in the TIP; and serving on the State Planning Council and the Transportation Advisory Committee.
- **Rhode Island Department of Environmental Management (RIDEM)** – RIDEM has overall responsibility for compliance with the Clean Air Act, including the development and adoption of an air quality plan known as the State Implementation Plan. The MPO closely collaborates with RIDEM in implementing the Transportation Conformity Air Pollution Control Regulation. This rule outlines the process and criteria for State agencies to determine air quality conformity for transportation plans and projects. RIDEM serves on the State Planning Council and the Transportation Advisory Committee.
- **Municipalities** – The MPO area is comprised of 39 cities and towns who are key partners in the statewide planning process. Municipalities have representation on the State Planning Council, its advisory committees, and other committees as needed. They also identify and prioritize projects and provide the local knowledge and perspective needed to integrate transportation with sustainable land use, economic development, and housing.

Figure 1. State Planning Council Advisory Committee Chart



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Figure 2. Division of Statewide Planning Organization Chart



Section II: Transportation Planning in Rhode Island

Guiding Plan Documents

The State Guide Plan (SGP) is Rhode Island's centralized and integrated long-range planning document. It is not a single document but a collection of plans that have been adopted over many years. It comprises separately published elements covering a range of topics. The State Guide Plan is required by Rhode Island General Law 42-11-10, which states:

"...The people of this state have a fundamental interest in the orderly development of the state; the state has a positive interest and demonstrated need for establishment of a comprehensive strategic state planning process and the preparation, maintenance, and implementation of plans for the physical, economic, and social, development of the state...The state guide plan shall be comprised of functional elements or plans dealing with land use; physical development and environmental concerns; economic development; human services; and other factors...The state guide plan shall be a means for centralizing and integrating long-range goals, policies, and plans."

The SGP provides a degree of continuity and permanent policy direction for the state's future development. The State Planning Council is responsible for approval of all elements of the State Guide Plan. It has four primary functions; it sets long-range goals and policy positions (generally 20 years), it provides a means to evaluate and coordinate projects or proposals of state importance, it sets standards for comprehensive community plans, and finally, serves as a source of information on various topics of statewide importance. Individual State Guide Plan Elements provide objectives and strategies that advance implementation for specific topics. The creation, adoption, and maintenance of State Guide Plan Elements allows opportunities for stakeholders, state entities, and their constituencies to be involved. This process seeks to ensure that issues have been thoroughly researched, options have been evaluated, and policies are consistent with other Elements.

The State Guide Plan also provides a benchmark by which projects or proposals are evaluated for consistency with State goals, objectives, and policies for a variety of contexts. Some involve only State agencies while others involve the interaction of federal or local entities with the state. Items that are evaluated for consistency with the State Guide Plan include: direct federal projects within the state, applications for U.S. Army Corps of Engineers permits, environmental impact statements, Rhode Island Commerce Corporation projects, projects being reviewed by the Energy Facility Siting Board, applications for various loans, grants, or other funding coming from the State, and property leases and conveyances proposed before the State Properties Committee.

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Rhode Island General Law 45-22.2, the Comprehensive Planning and Land Use Regulation Act, requires every Rhode Island community to adopt a comprehensive community plan. Each plan is required to be consistent with the State Guide Plan. The State Guide Plan serves both as a guidance document to municipalities as they formulate their individual comprehensive plans and subsequently as a standard by which the State reviews the plans. The State Guide Plan currently contains 18 elements that can be grouped into functional areas. A summary of these is as follows:

Economic Development

- Rhode Island Rising (2014) – Profiles the state’s economy using key indicators and presents goals, policies, and strategies for the enhancement of the economy.

Energy

- Energy 2035: Rhode Island State Energy Plan (2015) – Sets goals and makes recommendations for meeting future energy requirements in light of the state’s economic development, transportation, and environmental needs.

Historical Preservation and Cultural Heritage

- Rhode Island State Historical Preservation Plan (1996) – Describes the planning process for historical preservation. It includes setting priorities, goals, policies, and strategies.
- Cultural Heritage and Land Management Plan for the Blackstone River Valley National Heritage Corridor (1990) – This plan guided the management and development of the Blackstone River Valley National Heritage Corridor.

Housing

- Rhode Island Five Year Strategic Housing Plan (2006) – Quantifies housing needs and identifies implementation strategies to address these needs.
- State Housing Plan (March 2000) – Establishes housing goals and policies, analyzes major housing problems in Rhode Island and makes recommendations for action.

Land Use

- Land Use 2025: Rhode Island's State Land Use Policies and Plan (2006) – Sets forth a statewide land use policy with a 20-year time horizon. It covers general land

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and economic development, housing, energy, transportation, conservation, recreation, and open space.

Natural Resources

- Forest Resources Management Plan (2005) – Establishes a vision, goals, policies, and recommendations for the management of tree resources for effective public and private stewardship of the state’s tree and forest resources. Serves to meet the need to address federal funding eligibility requirements for US Fish and Wildlife programs.
- Urban and Community Forestry Plan (1999) – Establishes a vision, goal, policies, and recommendations for the management of tree resources within the built environment.

Recreation and Open Space

- Ocean State Outdoors: Rhode Island's Comprehensive Outdoor Recreation Plan (2009) – Sets policies and action agendas for providing priority recreation needs while protecting the state’s resource base. Assesses the status of issues and needs in recreation resources, land preservation, and resource protection. Serves to meet the need to address federal funding eligibility requirements for US National Park Service programs.
- A Greener Path: Greenspace and Greenways for Rhode Island's Future (1994) – Sets forth policies and recommendation to create a system of state and local greenspaces and greenways, including natural corridors, trails, and bikeways.

Solid Waste Management

- Solid Waste 2035: Rhode Island Comprehensive Solid Waste Management Plan (2015) – Describes existing practices, programs, and activities in all solid waste management areas. Sets goals, policies, and makes recommendations regarding source reduction, recycling, landfilling, management of special wastes, and financing costs of the system. Serves to meet the need for a solid waste management plan as required by the Federal Resource Conservation and Recovery Act of 1976 and the Statewide Resource Recovery System Development Plan.

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A UNIQUE MPO

Rhode Island is different from just about every MPO in the country. This uniqueness is also very advantageous. The MPO, transit agency, and department of transportation all cover the same geographic area.

Transportation

- State Airport System Plan (2011) – Establishes goals, objectives, policies, and strategies for the development and management of the State’s airports. It includes an overview of system needs through the year 2021.
- Transportation 2035 (2012) – Provides a long-range framework, goals, policies, and recommendations for the movement of both goods and people. It encompasses the highway system, public transit, transportation system management, bicycle travel, pedestrian, intermodal, and regional transportation needs.
- Rhode Island State Rail Plan (2014) – Addresses passenger and freight rail transportation needs over the next twenty years, describes the state’s existing rail systems, assesses future needs, and includes prioritized short and long-term investment programs.
- Rhode Island Waterborne Passenger Transportation Plan (1998) – Analyzes the potential for expanded use of Rhode Island’s waters for passenger transportation and makes recommendations for long-range development of water transportation services and facilities.

Water Resources

- Rhode Island Water 2030 (2012) – Examines issues connected to drinking water including availability, demand, management, and protection, as well as the operation and maintenance of water systems. Establishes goals, policies, and actions to maintain existing and protecting future water supplies.
- Water Quality 2035: RI Water Quality Management Plan (2016) – Establishes goals, policies, and actions for the protection and restoration of all the state’s water resources, both fresh and salt water. It serves as the nonpoint source management programs required by the United States Environmental Protection Agency and the National Oceanic and Atmospheric Administration.

Overview of Interconnected Planning Process in Rhode Island

Rhode Island is different from just about every MPO in the country. This uniqueness is also very advantageous. The MPO, transit agency, and department of transportation all cover the same geographic area. This allows Rhode Island to look at transportation in a larger context with land use, housing, and economic development, which are integral parts of the transportation system. Rhode Island’s system allows us to analyze, and in some cases, help shape where people are working, where they are living, where their

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children go to school, where they recreate and where they shop – these are the things that cumulatively drive our transportation choices.

How fast we can move people to and from these places is only part of the equation – we also want to help shape how far apart these places are. The more efficient the locations, the more our highway, transit, bike, and pedestrian resources can be used effectively to benefit the highest numbers of people. This is where Rhode Island is able to capitalize on its unique circumstances, not only from a planning standpoint but from a governmental structure standpoint.

As previously mentioned, the State Planning Council is the MPO for the state. The primary duties of the SPC include setting state land use and development policy through the State Guide Plan, of which the long-range transportation plan is an element, programming federal and state transportation investments through the Transportation Improvement Program (TIP) process, and establishing this annual unified planning work program. The primary staff of the State Planning Council is the Department of Administration's Division of Statewide Planning. Each staff member's specific contribution is outlined in Section V of this UPWP.

Another advantage that Rhode Island capitalizes on is its reciprocal system of land use planning whereby the State sets broad goals and policies through the State Guide Plan and municipalities express local desires and conditions through the development of local comprehensive plans. Local comprehensive plans serve as the basis for land use regulation and establish an implementation program for achieving each community's stated goals. All local land use decisions must be consistent with the local comprehensive plan, making the comprehensive plan an important tool in the implementation of State policy. To ensure that local plans are in line with the policies presented in the State Guide Plan, local comprehensive plans are reviewed by the State for consistency. Once approved, comprehensive plans become binding on State agencies by requiring conformance of their programs and projects to the comprehensive plan. This is a great process for the practical implementation of USDOT's 3C program of Continuous, Comprehensive, and Cooperative planning between state and municipal governments and a unique relationship between an MPO and its member local governments.

Recent Funding Initiatives

Rhode Island has recently taken some key steps to provide sustainable transportation infrastructure funding and broaden available resources. These steps include:

- Redirection of the gas tax to focus on transportation needs;

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THE “3C” PLANNING PROCESS

*The “3C”
Planning
Process serves
as an effective
example of the
federal
government’s
requirements
for
transportation
planning.*

- Replacement of biennial bond borrowing with an increase in registration and license fees, along with Rhode Island Capital Plan funds to provide the State match for the annual federal transportation program;
- Refinance of existing general obligation bonds to soften the anticipated sharp peak in debt service payments;
- Creation of the Rhode Island Highway Maintenance Account and a shift of future funding from transportation-related sources, such as registrations, title fees, gas tax indexing, and other accounts to establish a state-funded pool for critical transportation infrastructure projects; and,
- Adoption of RhodeWorks by the Rhode Island General Assembly in February 2016. RhodeWorks is a transportation infrastructure improvement funding plan which calls for the repair of the state’s deteriorating bridges. The proposal funds projects in two ways: borrowing \$300 million against future federal highway funding and refinancing old borrowing to yield an additional \$120 million and imposing a new toll on large commercial trucks, expected to bring in \$45 million a year when it’s operational.

Figure 3.

The “3C” Planning Process

The 3 Cs define an approach to valuable transportation planning and are required by the federal government:

Continuing: Transportation planning should incorporate all of the stages and levels of the process and observe all modes to ensure balanced planning, programming and implementation. Transportation planning should be done with the recognition of the necessity for continuous reevaluation of data and plans.

Comprehensive: Transportation planning should consider all of the stages and levels of the process and examine all modes to ensure balanced planning and programming, planning economics, environmental resources, and population.

Cooperative: Transportation planning should be a process designed to encourage involvement and participation by all users of the system including businesses, community groups, environmental organizations, the traveling public, freight operators and the general public.

Section III: Program Area Descriptions

Key Areas of Emphasis

Rhode Island is committed to implementing a work program that supports and implements the federal key areas of emphasis for both metropolitan and statewide planning that were established under SAFETEA-LU and MAP-21 with elements (9 and 10 in the table below) from the Fixing America's Surface Transportation (FAST) Act. The planning factors are as follows:

1. Support the economic vitality of the metropolitan area, especially by enabling global competitiveness, productivity, and efficiency.
2. Increase the safety of the transportation system for motorized and non-motorized users.
3. Increase the security of the transportation system for motorized and non-motorized users.
4. Increase the accessibility and mobility of people and for freight.
5. Protect and enhance the environment, promote energy conservation, improve the quality of life, and promote consistency between transportation improvements and State and local planned growth and economic development patterns.
6. Enhance the integration and connectivity of the transportation system, across and between modes, people, and freight.
7. Promote efficient system management and operation.
8. Emphasize the preservation of the existing transportation system.
9. Enhance travel and tourism transportation.
10. Improve the resiliency and reliability of the transportation system and reduce or mitigate stormwater impacts on surface transportation.

The remainder of this document includes a listing of each program area covered in the UPWP, an objective for each area, the routine activities (tasks) for each area, and any specific projects that will be undertaken as a means to advance the objective. Projects are generally classified as those non-routine work items for which specific schedules and deliverables can be identified upfront. Projects are accompanied by a reference number that corresponds to the detailed project sheets found in Section IV. The MPO's intent in making the distinction between routine tasks and clearly definable projects is to provide additional detail and transparency relative to project management while simplifying quarterly reporting requirements by focusing on the status of projects as opposed to routine tasks. Following each of the task descriptions is a table displaying financial commitments by agency.

Section III: Program Area Descriptions

PROGRAM AREAS

As outlined in the table to the right, the comprehensive, continuous, and cooperative metropolitan transportation planning process that will be implemented as a part of this work program is closely aligned with the federal key areas of emphasis.

FY 18 Program Areas	MAP -21								FAST ACT	
	1	2	3	4	5	6	7	8	9	10
<i>1 – Program Management</i>							X			
<i>2 – Professional Development</i>							X			
<i>3 – Transportation Operations and Management</i>	X	X	X	X	X	X	X	X	X	X
<i>4 – Transportation Improvement Program</i>	X	X	X	X	X	X	X	X		
<i>5 – State and Regional Transportation Planning</i>				X	X	X	X	X		
<i>6 – Transit Planning</i>	X	X	X	X	X	X	X	X	X	
<i>7 – Freight Planning</i>	X	X	X	X	X	X	X	X	X	
<i>8 – Transportation Planning for Economic Development</i>	X			X		X			X	
<i>9 – Climate Change Resiliency, Adaptation, and Mitigation</i>	X	X			X	X	X	X	X	X
<i>10 – Long-Range Planning</i>	X	X	X	X	X	X	X	X	X	X
<i>11 – Consistency Review</i>	X	X		X	X	X	X	X	X	X
<i>12 – Transportation and Land Use Coordination Technical Assistance</i>	X	X		X	X	X	X	X	X	X
<i>13 – Data Management, Coordination, and Delivery</i>	X	X	X	X	X	X	X	X	X	X
<i>14 – Data Development and Analysis</i>	X	X		X	X	X	X	X	X	X
<i>15 – Public Information, Equity, and Outreach</i>					X	X	X			
<i>16 – Performance Management</i>	X	X	X	X	X	X	X	X	X	X
<i>17 – Energy Facility Siting Review</i>										
<i>18 – Special Projects and Activities not Federally Funded</i>										
<i>19 – Water Resources Board Support</i>										

Section III: Program Area Descriptions

Key Acronyms

“RISP” = Rhode Island Division of Statewide Planning

“FHWA” = Federal Highway Administration

“FTA” = Federal Transit Administration

“EFSB” = Energy Facilities Siting Board

“WRB” = Water Resources Board

“CDBG” = Community Development Block Grant

“URI” = University of Rhode Island

Program Area 1 – Program Management

Objective: Ensure that the transportation planning process is in conformity with any and all applicable federal and state laws, regulations, and guidance, to effectively manage and administer the Statewide Planning Program.

Tasks:

- Preparation and approval of the annual Unified Planning Work Program.
- Provide administrative support to the State Planning Council, the Technical Committee, the Transportation Advisory Committee, the RIGIS Executive Committee, and all other committees and working groups of the MPO. This task includes the preparation of all notices, agendas, meeting minutes, meeting preparation, and meeting attendance. It also includes the review and preparation of any amendments or updates to the State Planning Council Rules and Standards.
- Maintain orderly and accurate accounting of all finances including weekly payroll processing, invoice processing, monthly and quarterly cost accounting and reporting, and indirect cost management.
- Prepare and submit quarterly reports to FHWA. This task will also include preparation and participation in the certification review of the transportation management area when applicable.
- Attend weekly staff meeting of the Division of Statewide Planning. Order supplies, computer equipment, etc. as needed.

Program Area 1	RISP (23%)	FHWA (60%)	FTA (17%)	Other (0%)	Total (100%)
	\$73,457	\$191,627	\$54,294	\$0	\$319,378

Section III: Program Area Descriptions

Program Area 2 – Professional Development

Objective: Maintain a workforce that is well-trained, versed in current topics and trends, active in professional organizations, and prepared to lead stakeholders on key issues facing the state.

Tasks:

- Attend training sessions, seminars, conferences, etc. Participate in professional organizations.

Program Area 2	RISP (23%)	FHWA (60%)	FTA (17%)	Other (0%)	Total (100%)
	\$12,662	\$33,031	\$9,359	\$0	\$55,052

Program Area 3 – Transportation Operations Management

Objective: Improve the performance of the existing transportation system in order to relieve recurring and non-recurring vehicular congestion and maximize safety and mobility for people and goods through methods such as the use of travel demand reduction, operational management strategies, education, enforcement, and engineering.

Tasks:

- Participate in the Congestion Management Process to analyze the multi-modal transportation system using performance measures, define congested corridors, and implement strategies for reducing recurring congestion in defined problem areas. Work with RIDOT and other members of the Congestion Management Task Force.
- Implement strategies for reducing the effects of non-recurring congestion such as assisting RIDOT with the identification and implementation of its Transportation System Management & Operations objectives.
- Participate with RIDOT in efforts to increase bicycle and pedestrian the safety and the development of a Vulnerable Road User Safety Action Plan.
- Coordinate with the Department of Health through participation in the Pedestrian Action Team Program, which will aid municipalities in becoming more walkable and safer for pedestrians.
- Participate in Road Safety Audits as requested by RIDOT.

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- Serve on the Advisory Committee working to implement the recommendations of the Strategic Highway Safety Plan.
- Identify regional routes essential to the movement of goods and people, work cooperatively with municipalities and other stakeholders to understand the needs of the corridor, particularly as they relate to transitions between transportation modes, evaluate the potential strategies to address them, and implement those strategies.
- Cooperate with RIDOT to support the Rhode Island’s Strategically Targeted Affordable Roadway Solutions (RI*STARS) Program that uses a systematic, data-driven approach to target locations with high congestion and crash rates with quick, high impact, and low cost improvements.
- Collaborate with the Department of Administration’s Director’s Office to implement policies and programs to reduce single occupancy vehicle trips by State employees.

Program Area 3	RISP (20%) \$20,335	FHWA (65%) \$66,090	FTA (15%) \$15,252	Other (0%) \$0	Total (100%) \$101,677
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Program Area 4 – Transportation Improvement Program

Objective: Ensure that financial planning for transportation responds to current needs, reflects available resources, and meets all Federal and State mandates.

Tasks:

- In close cooperation with RIDOT and RIPTA, oversee the State Transportation Improvement Program process for Rhode Island including the identification and selection of transportation projects that address the needs of the state and advance the goals of Long-Range Transportation Plan, documenting modifications and amendments to the Program, and providing information related to the Program to stakeholders and the public.
- Enhance and maintain the TIP database in terms of design, maintenance, workflow, reporting and form applications, etc. Maintain backup versions of database and log date of edits, what edits were made and what entity made the change etc.
- Evaluate the TIP Update processes. Consider recommending alternatives if needed.
- Projects:
 - Project 4.1 TIP Process and Database Enhancements

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Program Area 4	RISP (20%)	FHWA (65%)	FTA (15%)	Other (0%)	Total (100%)
	\$38,292	\$124,449	\$28,719	\$0	\$191,460
Project 4.1	\$0	\$112,000 (80%)	\$0	\$28,000 (20%)	\$140,000
Total	\$38,292	\$236,449	\$28,719	\$28,000	\$331,460

Program Area 5 – State and Regional Transportation Planning Coordination

Objective: Partner with state and regional agencies on such issues as coordinated regional planning, transportation finance reform, and FAST Act implementation.

Tasks:

- Meet regularly with RIDOT and RIPTA to coordinate activities and to monitor and plan for federal planning requirements as they are released by USDOT.
- Work with RIDOT on implementation of Strategic Highway Research Program II products.
- Participate in the selection of projects for the University of Rhode Island Transportation Center / RIDOT Joint Research Program.
- Meet regularly and partner with regional planning agencies, adjacent Metropolitan Planning Organizations, and larger regional organizations on mutually beneficial projects.
- Projects:
 - Project 5.1 Metropolitan Planning Process Tri-Party Agreement

Program Area 5	RISP (20%)	FHWA (65%)	FTA (15%)	Other (0%)	Total (100%)
	\$20,429	\$66,394	\$15,322	\$0	\$102,145

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Program Area 6 – Transit Planning

Objective: Provide a safe, robust, and convenient network of transit services with seamless intermodal connections in support of increased employment opportunities, improved environmental quality, and reduced congestion and automobile dependency.

Tasks:

- Provide technical advice and assistance to RIDOT and RIPTA with public transit planning efforts.
- Identify, assess, and enhance transit access, connectivity, and mobility.
- Provide technical assistance to RIPTA and the City of Providence in advancing the Downtown Enhanced Transit Corridor.
- Projects:
 - Project 6.1 Transit Master Plan
 - Project 6.2 Human Services Coordinated Plan Development

Program Area 6	RISP (20%)	FHWA (20%)	FTA (60%)	Other (0%)	Total (100%)
	\$29,344	\$29,344	\$88,033	\$0	\$146,721
Project 6.1	\$0	\$94,260 (16%)	\$354,740 (59%)	\$151,000 (25%)	\$600,000
Project 6.2	\$0	\$30,000 (20%)	\$90,000 (60%)	\$30,000 (20%)	\$150,000
Total	\$29,344	\$153,604	\$532,773	\$181,000	\$896,721

Program Area 7 – Freight Planning

Objective: Support a vigorous economy by facilitating the multi-modal movement of freight within Rhode Island and the northeast region.

Tasks:

- Appoint members to the Freight Advisory Committee through the SPC in accordance with SPC Rules.
- Support regular meetings of the Freight Advisory Committee.

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- Expand the statewide travel demand model to include a freight component.
- Respond to any questions and/or concerns of the FHWA.

Program Area 7	RISP (20%)	FHWA (65%)	FTA (15%)	Other (0%)	Total (100%)
	\$4,186	\$13,603	\$3,139	\$0	\$20,928

Program Area 8 – Transportation Planning for Economic Development

Objective: In collaboration with federal, state, municipal, and private partners, develop and implement projects that support economic vitality. Design projects to enhance the connectivity between transportation modes and ensure the consistency between transportation and planned growth.

Tasks:

- Participate in the planning components of the Providence Transit Hub project, a combined bus terminal and real estate project next to the Providence Train Station to create a transportation “hub” that can serve as a catalyst for economic growth.
- Provide planning support to the South Street Landing Transportation Working Group, a public-private partnership, to ensure that the proposed complex in Providence that will house the Rhode Island Nursing Education Center, Brown University departments, a 270-bed graduate and medical student housing complex, and a 744-space parking garage is well-connected to multiple transportation options.
- Planning support the Kennedy Plaza re-design effort by the Providence Foundation and other groups to transform the downtown’s main plaza into a lively and prosperous economic and cultural center.
- Projects:
 - Project 8.1 Zoning for Economic Development / Implementing LEAN
 - Project 8.2 Addressing Active Transportation Issues to Stimulate Local Economies
 - Project 8.3 Pawtucket-Central Falls Train Station Multi-Modal Access Plan
 - Project 8.4 Transportation Improvement Districts

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Program Area 8	RISP (30%)	FHWA (55%)	FTA (15%)	Other (0%)	Total (100%)
	\$85,393	\$156,554	\$42,696	\$0	\$284,643
Project 8.2	\$0	\$280,000 (80%)	\$0	\$70,000 (20%)	\$350,000
Total	\$85,393	\$436,554	\$42,696	\$70,000	\$634,643

Program Area 9 – Climate Change Resiliency, Adaptation, and Mitigation

Objective: Identify transportation-related infrastructure including roads, bridges and ports, as well as natural resources, threatened by climate change. Identify strategies and actions for promoting adaptation and mitigation in order to strengthen resilience to the effects and long-term costs of climate change.

Tasks:

- Work on projects that will focus resources and attention on developing policies and strategies for adapting to predicted climate change impacts. In addition to participating on the Governor’s Executive Climate Change Coordinating Council (EC4) and working with the Coastal Resources Management Council in the development of the Shoreline Change Special Area Management Plan, the Division will assist in the development of a Statewide Resiliency Strategy and support the Resilient Rhode Island website.
- Projects:
 - Project 9.1 Transportation Climate Change and Resiliency Synthesis
 - Project 9.2 Assessing Economic Infrastructure Vulnerability to Natural Hazards and Climate Change

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Program Area 9	RISP (30%)	FHWA (55%)	FTA (15%)	Other (0%)	Total (100%)
	\$28,777	\$52,757	\$14,388	\$0	\$95,922
Project 9.1	\$0	\$64,000 (80%)	\$0	\$16,000 (20%)	\$80,000
Project 9.2	\$0	\$0	\$0	\$320,000	\$320,000
Total	\$28,777	\$116,757	\$14,388	\$336,000	\$495,922

Program Area 10 – Long-Range Planning

Objective: Guide development patterns in the state to create a resilient network of concentrated healthy population centers with access to affordable housing, economic opportunity, and an extensive greenspace network connected by transportation options including convenient transit, uncongested roadways, bikeways, rail and air. Maximize the efficiency of the public and private investments by promoting high-quality infrastructure corridors.

Tasks:

- Maintain, implement, and update the State Guide Plan which sets long-range goals and policies (generally 20 years), provides a means to evaluate and coordinate projects or proposals of state importance, sets goals and policies to be reflected in local comprehensive plans, and serves as a general background information source on various topics.
- Work with the Water Resources Board to develop a stakeholder process to develop statewide water management initiatives in three broad areas of freshwater resources, infrastructure, and governance.
- Projects:
 - Project 10.1 Long-Range Transportation Plan
 - Project 10.2 Bicycle Mobility Plan
 - Project 10.3 State Conservation and Outdoor Recreation Plan
 - Project 10.4 Pastore Center Master Plan

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Program Area 10	RISP (60%) \$40,662	FHWA (30%) \$20,331	FTA (10%) \$6,777	Other (0%) \$0	Total (100%) \$67,770
Project 10.1	\$0	388,000 (80%)	\$0	\$97,000 (20%)	\$485,000
Project 10.2	\$0	\$264,000 (80%)	\$0	\$66,000 (20%)	\$330,000
Project 10.4	\$0	\$100,000 (20%)	\$0	\$400,000 (80%)	\$500,000
Total	\$89,758	\$772,331	\$6,777	\$563,000	\$1,628,250

Program Area 11 – Consistency Review

Objective: Ensure intergovernmental coordination on issues of transportation, land use, housing, economic development, etc. Provide guidance to State, local, and other agencies to ensure plans and actions are consistent with, and help to implement, the State Guide Plan.

Tasks:

- Review municipal comprehensive plans for consistency with the SGP including its four transportation-based elements. Approved comprehensive plans become binding on State agencies and as such, require agency programs and projects to conform to the comprehensive plan. Reviews of plans and plan amendments are conducted as plans or amendments are submitted by municipalities.
- Coordinate the intergovernmental review process which provides state and municipal government as well as other interested parties with an opportunity to review and comment on certain projects or programs such as environmental impact statements, direct Federal actions, and Army Corps of Engineers permits. Reviews are conducted as needed.

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- Upon request, review projects proposed or funded by the Rhode Island Commerce Corporation or its subsidiaries to determine conformity with the SGP, including its four transportation-based elements.
- Review Water Supply System Management Plans (WSSMPs) and drinking water infrastructure applications as mandated by R.I. General Law for consistency with the SGP including Land Use 2025 and Transportation 2035. The WSSMPs are updated on a five-year schedule; reviews are conducted as plans are submitted by water suppliers.
- Participate on the RIDOT Land Sales Committee to alert RIDOT to any potential planning consistency issues arising from proposed transactions.
- Review transactions affecting state-owned properties for consistency with the SGP, including the four transportation based elements and provide findings to the State Properties Committee for their consideration. Reviews are conducted as needed.
- Upon request, review and analyze annual CDBG applications for State Guide Plan consistency.

Program Area 11	RISP (73%)	FHWA (20%)	FTA (7%)	Other (0%)	Total (100%)
	\$128,748	\$35,274	\$12,346	\$0	\$176,368

Program Area 12 – Transportation and Land Use Coordination Technical Assistance

Objective: Ensure that residents and businesses have convenient transportation options that are coordinated with opportunities such as access to good jobs, affordable housing, and quality schools, while also balancing environmental sustainability by providing technical assistance and training to state, local, and other agencies in support of the State Guide Plan.

Tasks:

- Provide training, information, technical assistance, and where possible, financial assistance to State agencies, municipalities, and other parties on issues affecting transportation and land use planning.
- Provide technical assistance to municipal governments in the development of comprehensive plans, provide guidance on State statues relating to planning and

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land use, and answer various planning, land use, and other topical questions as requested.

- Respond to requests for technical assistance and planning guidance from local governments, the general public, and other interested parties. Track requests received, effort invested in fulfilling the request, any products or deliverables produced, the final disposition of the request, and the time to complete.
- Provide technical assistance and support to the Rhode Island Airport Corporation’s airport master planning processes to ensure coordination of the State’s airports and surface transportation networks.
- Provide technical assistance and planning expertise to the Agricultural Lands Preservation Commission; Green Building Council; Natural Heritage Preservation Commission; Recreation Resources Review Committee; Rhode Island Historic Preservation and Heritage Commission; Rhode Island New Urban Farmers Board; Rhode Island Resource Conservation and Development Council; Rhode Island Rivers Council; Rhode Island Trails Advisory Committee; State Conservation Commission; and Water Resources Board.
- Projects:
 - Project 12.1 Rhode Island Land Use Training Collaborative

Program Area 12	RISP (23%)	FHWA (60%)	FTA (17%)	Other (0%)	Total (100%)
	\$21,487	\$56,052	\$15,882	\$	\$93,421
Project 12.1	\$0	\$91,145 (67%)	\$17,685 (13%)	\$27,207 (20%)	\$136,037
Total	\$21,487	\$134,695	\$30,276	\$43,000	\$229,458

Program Area 13 – Data Management, Coordination, and Delivery

Objective: Manage and coordinate geospatial, socio-economic, and demographic data to support transportation and other planning activities. Ensure the availability, accessibility, and dissemination of geospatial and demographic data to State agencies, local governments, and other data users.

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Tasks:

- As the Governor's designated State Data Center, continue to partner with the U.S. Census Bureau to provide data users with understandable, accurate, and timely information. Create visualizations for the Division's website and a network of other partners in State agencies, universities, libraries, and regional and local governments. Compile data sets required annually (Vital Statistics Report; Boundary and Annexation Survey; State Data Center Report; Group Quarters Survey).
- Monitor, coordinate, and provide leadership for activities related to the Rhode Island Geographic Information System (RIGIS) and the use of GIS technology within Rhode Island to support initiatives to implement or use the technology, and to manage and provide access to a common database of geographically referenced information.
 - Support RIEMA in the continued development of a statewide enterprise GIS system. Continue to partner with all State agencies actively using GIS to further implement a centralized and common database, application, and mapping resource.
 - Foster participation in the RI Municipal GIS User Group.
 - Update the RIGIS Event Calendar and inform the RIGIS community of newsworthy announcements and upcoming events.
 - Provide technical assistance to municipalities and State agencies in the coordinated development and use of GIS data; continue to maintain a map of local GIS capacity.
- Coordinate with State agencies, municipalities, and others on the integration and sharing of data.
- Projects:
 - Project 13.1 Sustaining and Enhancing Access to the RIGIS Geospatial Database
 - Project 13.2 Advanced Continuously Operating Reference Network (ACORN)

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Program Area 13	RISP (20%) \$13,830	FHWA (65%) \$44,947	FTA (15%) \$10,372	Other (0%) \$0	Total (100%) \$69,149
Project 13.1	\$0	\$67,846 (65%)	\$15,657 (15%)	\$20,876 (20%)	\$104,379
Project 13.2	\$0	\$80,000 (80%)	\$0	\$20,000 (20%)	\$100,000
Total	\$13,830	\$192,793	\$26,029	\$40,876	\$273,528

Program Area 14 – Data Development and Analysis

Objective: Provide original data analysis on pertinent topics, provide custom transportation demographic, social, economic and housing analysis, as requested. Create, maintain, and incorporate data sets important to the state.

Tasks:

- Develop transportation, land use, population, employment, and housing data analysis, visualizations of the data, and share with federal, state, regional, and local agencies.
- Although as of July 2013, the state is an attainment area for all National Ambient Air Quality Standards, the MPO will continue to carry out compliance with the Clean Air Act Amendments of 1990 through the U.S. Environmental Protection Agency's Air Quality Conformity Regulations. As such, the Division will work with RIDEM in updating the State Implementation Plan as necessary and the transition to MOVES Air Quality Model.
- Convene the Air Quality Working Group as necessary. The Working Group is comprised of representatives from RISP, RIDEM, RIDOT, RIPTA, RIDOH, FHWA, FTA, USEPA, the RI Association of Railroad Passengers, the American Lung Association of RI, the Rhode Island Sierra Club, and public members.
- Demonstrate transportation conformity of the long range transportation plan and the TIP with the State Implementation Plan if necessary.

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- Projects:
 - Project 14.1 Travel Demand Model Update and Maintenance
 - Project 14.2 Drones for Project Surveys and Mapping

Program Area 14	RISP (20%)	FHWA (65%)	FTA (15%)	Other (0%)	Total (100%)
	\$43,148	\$140,230	\$32,361	\$0	\$215,739
Project 14.1	\$0	\$255,471 (65%)	\$58,955 (15%)	\$78,607 (20%)	\$393,033
Project 14.2	\$0	\$17,840 (80%)	\$0	\$4,460 (20%)	\$22,300
Total	\$43,148	\$413,541	\$91,316	\$83,067	\$631,072

Program Area 15 – Public Information, Equity, and Outreach

Objective: Promote public participation by providing timely and user friendly information to the public. Ensure that all Rhode Islanders regardless of race, ethnic origin, income, age, mobility impairment, or geographic location have the opportunity to be involved in the planning process and are equitably served by the actions, plans, programs, and projects of the Metropolitan Planning Organization.

Tasks:

- Conduct public events, including forums and workshops, on transportation related issues that outreach to all segments of the community.
- Maintain and enhance the MPO website and create web pages for major activities as needed. Increase the use of data visualizations on the website, improving the ability to communicate with our users via map and enhanced graphical charts and tables.
- Publish a monthly E-newsletter to interested stakeholders as a means of publicizing federal, state, and local opportunities for funding, networking, and educational opportunities in transportation, land use, climate change, and other relevant planning topics.

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- Manage the State’s planning archives, including a multi-year inventory of aerial photography, and provide controlled loan access to public and private organizations and individuals for duplication. Maintain the Division’s electronic and paper copy archives of publications including the upkeep of the Division’s library.
- Monitor and respond to requests for translation of key Division of Statewide Planning documents, public workshops, and public hearing notices and materials.
Provide for interpreter service as requested.
- Assure that Environmental Justice is considered in planning and outreach practices. Implement Title VI of the Civil Rights Act of 1964 by assuring that all residents of the State are treated fairly and not discriminated against in the planning process. Fair treatment means that no group of people, including a racial, ethnic, or a socioeconomic group, should bear a disproportionate share of the negative environmental consequences resulting from federal, state, local or tribal policies.

Program Area 15	RISP (40%)	FHWA (50%)	FTA (10%)	Other (0%)	Total (100%)
	\$39,403	\$49,254	\$9,851	\$0	\$98,508

Program Area 16 – Performance Management

Objective: Maintain a collaborative performance management system through performance measures, targets, and metrics.

Tasks:

- Collect and report performance data to the RI Office of Performance Management to improve transparency and accountability of State government operations.

Program Area 16	RISP (20%)	FHWA (65%)	FTA (15%)	Other (0%)	Total (100%)
	\$2,700	\$8,773	\$2,025	\$0	\$13,498

Program Area 17 – Energy Facility Siting Board Review

Objective: Provide the Energy Facilities Siting Board with advisory opinions on proposed projects including power plants, substations, power lines, storage and transport facilities, and other structures subject to the Board’s review so that projects

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can be designed to maximize consistency with the State Guide Plan and to minimize negative affect to the community.

Tasks:

- Review of applications for energy facilities as required by the Energy Facility Siting Act (Rhode Island General Law 42-98). Reviews are conducted as needed.

Program Area 17	RISP (0%) \$0	FHWA (0%) \$0	FTA (0%) \$0	EFSB (100%) \$13,863	Total (100%) \$13,863
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Program Area 18 – Special Projects and Activities not Federally Funded

Objective: Respond to internal or legislative requests on topics outside of the Division’s traditional transportation focus. Ensure the MPO, Governor’s Office, and other stakeholders are informed of pending or adopted legislation.

Tasks:

- Support the reuse and redevelopment of the efforts for the Cranston Street Armory, a 192,000 sq., historic, State-owned building located in Providence’s West Side Neighborhood, a neighborhood of need. Staff will work with a steering committee of State, City, and neighborhood stakeholders to bring this building to its fullest economic potential.
- Support a Water Management Initiative to gauge the current status water management for public drinking water supplies and infrastructure to protect public health and public safety and ensure that all Rhode Islanders have access to high quality drinking water.
- Monitor federal and state legislation for content pertaining to transportation and land use planning. Advise the MPO, Governor’s Office, and other stakeholders of the ramifications of proposed legislation on the state’s transportation and land use planning system.
- State Properties Committee participation.

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Program Area 18	RISP (100%)	FHWA (0%)	FTA (0%)	Other (0%)	Total (100%)
	\$62,897	\$0	\$0	\$0	\$62,897

Program Area 19 – Water Resources Board Support

Objective: Support the proper development, protection, conservation, and use of the state's water resources while providing for economic development and protection for the environment.

Tasks:

- Provide staff support to the Water Resources Board.

Program Area 19	RISP (0%)	FHWA (0%)	FTA (0%)	WRB (100%)	Total (100%)
	\$0	\$0	\$0	\$11,606	\$11,606

Section IV: Project Descriptions

This section provides detailed descriptions for each of the projects identified under the Program Areas presented in Section III. Each project sheet or description includes the project title, associated program area, identifies the project manager and supporting staff, provides a project overview, lays out the project management benchmarks by quarter (beginning with July 2017 and ending with June 2018), lists the anticipated products and estimates the amount of FHWA PL and FTA 5303 funding that will be invested, excluding personnel and operating costs (see Section V for additional detail). Project sheets are organized and numbered in accordance with their associated Program Areas.

Program Area 4 – Transportation Improvement Program (TIP)

- Project 4.1 – TIP Process and Database Enhancements

Program Area 5 – State and Regional Transportation Planning Coordination

- Project 5.1 – Metropolitan Planning Process Tri-Party Agreement

Program Area 6 – Transit Planning

- Project 6.1 – Transit Master Plan
- Project 6.2 – Human Services Coordinated Plan Development

Program Area 8 – Transportation Planning for Economic Development

- Project 8.1 – Zoning for Economic Development / Implementing LEAN
- Project 8.2 – Addressing Active Transportation Issues to Stimulate Local Economies
- Project 8.3 – Pawtucket-Central Falls Rail Station Multi-Modal Access Plan
- Project 8.4 – Transportation Improvement Districts

Program Area 9 – Climate Change Resiliency, Adaptation, and Mitigation

- Project 9.1 – Transportation Climate Change and Resiliency Synthesis
- Project 9.2 – Assessing Economic Infrastructure Vulnerability to Natural Hazards and Climate Change

Program Area 10 – Long-Range Planning

- Project 10.1 – Long-Range Transportation Plan
- Project 10.2 – Bicycle Mobility Plan
- Project 10.3 – State Conservation and Outdoor Recreation Plan
- Project 10.4 – Pastore Center Master Plan
- Project 10.5 – State Airport Systems Plan

Program Area 12 – Transportation and Land Use Coordination Technical Assistance

- Project 12.1 – Rhode Island Land Use Training Collaborative

Program Area 13 – Data Management, Coordination, and Delivery

- Project 13.1 – Sustaining and Enhancing Access to the RIGIS Geospatial Database
- Project 13.2 – Advanced Continuously Operating Reference Network (ACORN)

Program Area 14 – Data Development and Analysis

- Project 14.1 – Travel Demand Model Update and Maintenance
- Project 14.2 – Drones for Project Surveys and Mapping

Project 4.1 TIP Process and Database Enhancements

Program Area: Transportation Improvement Program

Project Manager: Statewide Planning: Linsey Callaghan

Supporting Staff: Statewide Planning: Michael D'Alessandro and Christina Delage Baza; RIDOT: Michael Gannon, Colin Franco, and Steve Kut; RIPTA: Amy Pettine

Project Overview: This project is intended to identify the best tools and process for updating the ten-year TIP and to improve the overall functionality and user-friendly interface of the TIP database. Research will entail site visit and peer-to-peer workshops to one or more states with ten-year TIPs and a review of available software for data updates, project submission, public outreach, and other process components.

FY 18 Tasks by Quarter:

Quarter 1

- Assemble an evaluation team / working group
- Determine the number and locations of site visits
- Schedule site visit(s)

Quarter 2

- Synthesize results and prepare preliminary report
- Convene stakeholders to review results and make recommendations
- Develop and advertise RFP for software/platform

Quarter 3

- Issue RFP
- Review proposals
- Select and purchase software/system

Quarter 4

- Implement software/system
 - Institute appropriate database integrity security measures
 - Identify and remedy any glitches in database software or application
- Schedule and hold training workshop(s) for appropriate agencies as well as municipalities

Products:

- Improved TIP update process, including potential public facing software and reliable software to eliminate manual components of process

Project Cost (other than staff time): \$140,000 (\$112,000 FHWA; \$28,000 RIDOT)

Project 5.1 Metropolitan Planning Process Tri-Party Agreement

Program Area: State and Regional Transportation Planning Coordination

Project Manager: Statewide Planning: Paul DiGiuseppe

Supporting Staff: RIDOT: Meredith Brady; RIPTA: Amy Pettine

Project Overview: The Rhode Island Metropolitan Planning Organization, RIDOT, and RIPTA are responsible for maintaining a continuing, cooperative, and comprehensive transportation planning process. A single agreement outlining the roles and responsibilities of each organization in carrying out the metropolitan planning process will serve as the clearest way to articulate each agency's diverse function.

FY 18 Tasks by Quarter:

Quarter 1

- Convene RIPTA and RIDOT to agree to scope of the agreement
- Draft outline of agreement

Quarter 2

- Add detailed roles and responsibilities for each organization
- Meet regularly to discuss content

Quarter 3

- Continue to add detailed roles and responsibilities for each organization
- Continue to meet regularly to discuss content

Quarter 4

- Present draft agreement to Transportation Advisory Committee and State Planning Council for approval
- Sign agreement with RIDOT and RIPTA

Products:

- Consolidated Tri-Party Agreement for Metropolitan Transportation Planning

Project Cost (other than staff time): None

Project 6.1 Transit Master Plan

Program Area: Transit Planning

Project Manager: Statewide Planning: Nancy Hess; RIPTA: Amy Pettine

Supporting Staff: Statewide Planning: Paul DiGiuseppe, Parag Agrawal, Lindsey Langenburg and Michael D'Alessandro; RIPTA: Greg Nordin and Sarah Ingle; RIDOT: Andy Koziol

Project Overview: The purpose of the Transit Master Plan will be to identify opportunities for transit network efficiencies, enhancement, and expansion, resulting in a list of clearly identified operational and capital transit projects to be implemented in the coming 5-20 years. The Transit Master Plan will involve significant public participation and analysis of ridership trends and development potential in order to create a clear direction for the growth of transit ridership in Rhode Island. Multiple modes will be evaluated, including bus, BRT, rail, ferry, and emerging alternatives, to determine those that best meet identified public transportation needs and build a culture of transit.

Funding opportunities such as Small Starts, New Starts, and statewide bond issuance will be identified for each project in the plan. Public-private partnerships, innovative funding strategies, and alternative service delivery models will be considered and, as with mode options, will be evaluated based on best fit and potential return on investment.

This project is distinct from the Long-Range Transportation Plan in that it specifically focuses on transit investment, establishing a work program for RIPTA and RIDOT's Office of Transit to pursue. The planning process will address Rhode Island's existing organizational structure governing transit planning, development, and operations, and will result in recommendations regarding clarity of roles and best options to ensure efficient project delivery and maintenance.

FY 18 Tasks by Quarter:

Quarter 1

- Form working group comprised of Statewide Planning, RIPTA, and RIDOT
- Conduct data collection and analysis
- Prepare scope of work and advertise RFP

Quarter 2

- Award contract and hold project kick-off
- Continue working group meetings
- Initiate preparation of draft study

Quarter 3

- Initiate study

Quarter 4

- Conduct public outreach

FY 19 Tasks by Quarter:

Quarter 1

- Conduct stakeholder outreach

Quarter 2

- Evaluate alternatives
- Begin drafting report

Quarter 3

- Review draft study and implementation plan

Quarter 4

- Present to TAC
- Complete final report

Products:

- Transit Master Plan

Project Cost (other than staff time): \$600,000 (\$354,740 FTA; FHWA \$94,260; \$20,000 RIPTA; RIDOT \$131,000)

Project 6.2 Human Services Coordinated Plan

Project Area: Transit Planning

Project Manager: RIPTA: Sarah Ingle

Supporting Staff: RIPTA: Amy Pettine and Greg Nordin; Statewide Planning: Paul DiGiuseppe

Project Overview: This project is a continuation from FY 17. This federally-mandated plan involves inventorying existing transportation services for seniors and individuals with disabilities, both public and private; reviewing existing plans, studies, and data; identifying needs and gaps in service; and drafting a plan detailing priorities for the provision of seamless transportation service to the target population.

Expenditure of FTA Section 5310 program funds requires that projects be identified in the Coordinated Plan. Plan content and planning process must be consistent with the provisions of FTA Circular 9070.1G.

FY 18 Tasks by Quarter:

Quarter 1

- Project commencement meeting (consultant previously contracted in FY 17)

Quarter 2

- Coordinate planning process
- Develop plan

Quarter 3

- Project closeout

Quarter 4

- No activities

Products:

- Coordinated Plan

Project Cost (other than staff time): \$150,000 (\$30,000 FHWA; \$90,000 FTA; \$30,000 RIPTA)

Project 8.1 Zoning for Economic Development / Implementing LEAN

Program Area: Transportation Planning for Economic Development

Project Manager: Statewide Planning: Caroline Wells

Supporting Staff: Statewide Planning: Parag Agrawal and Kirsten Bryan; Commerce RI: Elizabeth Tanner

Project Overview: This program will enable municipalities to promote their economic development goals through changes to their local zoning ordinances content and administration. Zoning ordinances can present impediments to economic development in numerous ways, such as through outdated definitions and use tables, expensive application fees, lengthy public notice requirements, and extensive staff and board review. Such regulations may create uncertainty for new or expanding businesses and discourage creative reuses for underutilized sites or they may be improperly scaled for Rhode Island's many upcoming entrepreneurs and small businesspeople. Rhode Island municipalities can encourage economic development by crafting updated, agile ordinances and more streamlined procedures. The project will give municipalities funding and technical assistance to update existing zoning ordinances and to apply the lean government approach to zoning administration.

FY 18 Tasks by Quarter:

Quarter 1

- Complete a Request for Qualifications for a "pool" of consultants to provide zoning expertise
- Solicit 4-5 interested municipalities through a Letter of Interest and Application process

Quarter 2

- Select and execute Agreements with 4-5 municipalities for economic development zoning revisions
- Ascertain proposals from consultant pool to work with municipalities and execute contracts

Quarter 3

- Match municipalities and consultants based on zoning needs
- Commence consultant / community work

Project 8.1 Zoning for Economic Development / Implementing LEAN

Quarter 4

- Projects in progress

FY 19 Tasks by Quarter:

Quarter 1

- Municipalities submit proposed zoning changes and present a status update on approval process

Products:

- 4-5 municipalities with economic development zoning updates and LEAN implementation strategies

Project Cost (other than staff time): \$250,000 Rhode Island Commerce Corporation

Project 8.2 Addressing Active Transportation Issues to Stimulate Local Economies

Project 8.2 Addressing Active Transportation Issues to Stimulate Local Economies

Program Area: Transportation Planning for Economic Development

Project Manager: Statewide Planning: Lindsey Langenburg

Supporting Staff: Statewide Planning: Heidi Cho, Parag Agrawal, Roberta Groch, Kirsten Bryan and Michael D'Alessandro; RIDOT: Meredith Brady

Project Overview: This project will enable municipalities to access transportation and engineering expertise to define multimodal transportation problems, explore alternatives, and create conceptual plans to support economic development efforts in their communities. Through this program, Statewide Planning staff will receive applications and select 3-4 communities with specific multimodal transportation problems, such as traffic control, intermodal connectivity and access, safety, parking, or other issue(s). Statewide Planning will coordinate transportation and engineering professionals for 2- to 3-days of onsite technical review and evaluation of the problem. In addition, Statewide Planning will rely on and coordinate with local municipal officials to schedule meetings with staff and relevant stakeholders. The technical assistance team, in collaboration with the municipality, will develop a report (with renderings, if needed) that defines and evaluates alternatives and next steps for the municipality, and may provide the foundation for a State Transportation Improvement Plan project application.

FY 18 Tasks by Quarter:

Quarter 1

- Consult with the Society of Transportation Engineers and local transportation planners to develop a pool of pro bono expertise
- Solicit 3-4 interested municipalities through an application process

Quarter 2

- Select and execute agreements with 3-4 municipalities for technical assistance

Quarter 3

- Implementation of projects

Quarter 4

- Implementation of projects
- Completed project reports for all municipalities

Project 8.2 Addressing Active Transportation Issues to Stimulate Local Economies

Products:

- 3-4 municipalities with conceptual plans or resolutions to multi-modal issues affecting their economic development efforts

Project Cost (other than staff time): \$350,000 (\$280,000 FHWA; \$70,000 municipal match)

Project 8.3 Pawtucket-Central Falls Rail Station Multi-Modal Access Plan

Program Area: Transportation Planning for Economic Development

Project Manager: Statewide Planning: Roberta Groch

Supporting Staff: Statewide Planning: Michael D'Alessandro, Kirsten Bryan and Vincent Flood; RIDOT: Andrew Koziol; RIPTA: Greg Nordin

Project Overview: Statewide Planning will provide technical assistance to the communities of Pawtucket and Central Falls for the project area, consisting of approximately forty acres surrounding the Pawtucket-Central Falls Train Station. Statewide Planning will lead a project team to draft a Multi-modal Access Plan that will: identify primary access routes for each primary mode to/from the station; develop an appropriate signage plan; identify proposed improvements; and prioritize improvements and develop implementation strategies for pedestrians, buses, cars and bicyclists to arrive safely and efficiently at the station. The station is part of the Division-led FY 2017-2025 Transportation Improvement Program.

FY 18 Tasks by Quarter:

Quarter 1

- Meet with working group consisting of representatives from the City of Pawtucket, the City of Central Falls, and the Pawtucket Foundation to identify a scope of work and plan elements
- Revise scope of work and plan elements for Access Plan, based on comments
- Begin baseline data collection

Quarter 2

- Continue baseline data collection
- Identify existing studies/plans for area
- Meet with working group
- Hold public workshop

Quarter 3

- Continue data collection
- Meet with working group
- Identify or estimate available ROW
- Hold public workshop

Project 8.3 Pawtucket-Central Falls Rail Station Multi-Modal Access Plan

Quarter 4

- Meet with working group
- Recommend specific roadway improvements for buses
- Recommend specific sidewalk improvements for pedestrians
- Recommend appropriate wayfinding for bicyclists
- Recommend improvements to promote “complete streets” principles

FY 19 Tasks by Quarter

Quarter 1

- Create draft plan
- Present plan to working group and discuss revisions
- Draft final plan

Quarter 2

- Finalize plan

Products:

- Multi-Modal Access Plan

Project Cost (other than staff time): None

Project 8.4 Transportation Improvement Districts

Program Area: Transportation Planning for Economic Development

Project Manager: Benny Bergantino

Supporting Staff: Paul DiGiuseppe and Roberta Groch

Project Overview: This project will research Transportation Improvement Districts (TID) as an innovative funding strategy used to finance transportation infrastructure improvements and services within a bounded geographic areas. TIDs can be a means to coordinate general land use and transportation public policy objectives in a manner that will stimulate economic growth and development, enhance public services, and provide tax revenues for the benefit of the district.

The project will examine how TIDs function, their advantages and disadvantages, a comparative analysis of TIDs established in other states, and their feasibility within the Rhode Island context.

FY 18 Tasks by Quarter:

Quarter 1

- Research Transportation Improvement Districts
- Begin initial draft of TID report

Quarter 2

- Complete draft of TID report

Quarter 3

- Present findings and recommendations to the Transportation Advisory Committee, Technical Committee, and State Planning Council

Quarter 4

- No tasks scheduled

Products:

- Report and Recommendations on Transportation Improvement Districts

Project Cost (other than staff time): None

Project 9.1 Transportation Climate Change and Resiliency Synthesis

Program Area: Climate Change Resiliency, Adaptation, and Mitigation

Project Manager: RIDOT: Meredith Brady and Michael Gannon

Supporting Staff: RIDOT: Melanie Army, Emilie Holland, and Nicole Leporacci;
Statewide Planning: Caitlin Greeley and Jared Rhodes

Project Overview: To look at all available information from Rhode Island studies on climate change, sustainability, and resiliency, and the impact on transportation infrastructure, along with a review of procedures, methods, and information from other states that have already integrated climate change and resiliency into their transportation planning processes, with the goals of developing standards to be included in the scoping of projects, a guide for state and local agencies and groups to use in considering climate change and resiliency in the infrastructure development process, and an analysis of the costs necessary to incorporate resiliency and adaptation measures into current projects scheduled in the TIP.

FY 18 Tasks by Quarter:

Quarter 1

- Develop project goals and timeline
- Review all existing studies completed in Rhode Island
- Synthesize existing information
- Perform gap analysis

Quarter 2

- Review process and procedures from other states, FHWA, foundations, etc.
- Review options for developing data where gaps exist
- Convene Stakeholders
- Draft outline for work product(s)

Quarter 3

- Receive and review any additional information
- Develop analysis of costs for incorporating resiliency and adaptation into projects currently programmed in TIP

Project 9.1 Transportation Climate Change and Resiliency Synthesis

Quarter 4

- Finalize scoping standards
- Finalize guide for infrastructure development
- Disseminate information

Products:

- Standards to be included in the scoping of projects
- A guide for state and local agencies and groups to use in considering climate change and resiliency in the infrastructure development process
- An analysis of the costs necessary to incorporate resiliency and adaptation measures into current projects scheduled in the TIP

Project Cost: (other than staff time): \$80,000 (\$64,000 FHWA; \$16,000 RIDOT)

Project 9.2 Assessing Economic Infrastructure Vulnerability to Natural Hazards and Climate Change

Project 9.2 Assessing Economic Infrastructure Vulnerability to Natural Hazards and Climate Change

Program Area: Transportation Planning for Economic Development

Project Manager: Statewide Planning: Caitlin Greeley

Supporting Staff: Statewide Planning: Caroline Wells and Jared Rhodes; Commerce RI: Rebecca Webber

Project Overview: This project will offer an understanding of the vulnerability of Rhode Island's coastal job-producing economic assets in Washington and Newport Counties to natural hazards and climate change and provide a quantification of potential losses that can inform decision-making. Economic infrastructure to be considered will include ports and marinas, medical facilities, manufacturing facilities, educational facilities, and small businesses, as well as tourist and agricultural assets. In addition, the planning process will identify strategies that could assist in building resiliency for the state's economic assets. Finally, a pilot project will be identified in this process that demonstrates methods to protect the state's most vulnerable economic assets.

FY 18 Tasks by Quarter:

Quarter 1

- Agreement with Housing & Community Development signed for CDBG DR funding
- RFP developed for consultants

Quarter 2

- Consultants selected
- Stakeholders identified and meeting scheduled
- Data for GIS modeling gathered

Quarter 3

- Data modeling completed
- Metrics for asset valuation and vulnerability assessment established
- Vulnerability assessment initiated
- Identify pilot project

Quarter 4

- Stakeholder review of modeling and metrics
- Vulnerability Assessment completed

Project 9.2 Assessing Economic Infrastructure Vulnerability to Natural Hazards and Climate Change

- Finalize pilot project

FY 19 Tasks by Quarter

Quarter 1

- Data modeling and analysis completed
- Refine resilience strategies
- Implement pilot project

Quarter 2

- Finalize resilience strategies

Products:

- Final Report and associated mapping of economic assets, related infrastructure, vulnerability assessment, resilience strategies and pilot project

Project Cost (other than staff time): \$320,000 (Community Development Block Grant Disaster Recovery funds)

Project 10.1 Long-Range Transportation Plan

Program Area: Long-Range Planning

Project Manager: Statewide Planning: Caroline Wells

Supporting Staff: Statewide Planning: Paul DiGiuseppe, Linsey Callaghan, Parag Agrawal, Jared Rhodes, and Heidi Cho; RIDOT: Meredith Brady and Steve Devine; RIPTA: Amy Pettine, Sarah Ingle, and Greg Nordin

Project Overview: The State Planning Council as MPO and its Transportation Advisory Committee must make decisions towards developing the State Transportation Improvement Program. The Long-Range Transportation Plan (LRTP) informs and guides members of these bodies by setting the direction for major transportation investments in the State over a 20-year horizon. This project will update the 2035 LRTP to a 2040 horizon and include updated data and analysis; cost estimates and funding sources; short-term and long-term goals, objectives, and strategies as well as performance measurements that reflect Federal transportation priorities. The State's Long-Range Transportation Plan will be designed to satisfy Federal regulations related to a long-range statewide transportation plan and a metropolitan transportation plan.

FY 18 Tasks by Quarter:

Quarter 1

- Complete comment report from project kick-off event
- Complete compendium of land use and transportation plans' goals, objectives, policies, and recommendations
- Baseline data assessment report on infrastructure and system performance (System Performance Report)

Quarter 2

- Complete baseline data assessment report on travel trends, demographic, and socioeconomic data
- Complete scenario planning and trend analysis
- Establish of a preliminary vision for land use and transportation for the state, including draft goals, objectives, and policies
- Develop list of performance measures and targets

Quarter 3

- Complete the public System Performance Report
- Release the statewide travel demand model and a list of transportation system needs through 2040
- Written report, maps, and spatial data describing the recommended bicycle network

Project 10.1 Long-Range Transportation Plan

Quarter 4

- Complete user-friendly report outlining four distinct investment scenarios
- Complete a preferred scenario analysis and written risk assessment
- Complete the implementation plan (costs, responsible parties, potential funding sources, and performance measurements) and STIP project selection criteria
- Cost-benefit analysis of the top 10 projects for advancement

FY 19 Tasks by Quarter:

Quarter 1

- Final draft of FAST Act compliant LRTP and a user-friendly executive summary
- Update Division website

Products:

- Updated Long-Range Transportation Plan

Project Cost (other than staff time): \$485,000 (\$388,000 FHWA; \$97,000 RIDOT)

Project 10.2 Bicycle Mobility Plan

Program Area: Long-Range Planning

Project Manager: Statewide Planning: Heidi Cho

Supporting Staff: Statewide Planning: Linsey Callaghan, Caroline Wells, Jared Rhodes, Parag Agrawal, Michael D'Alessandro and Kirsten Bryan; RIDOT: Mark Felag and Steve Church

Project Overview: The Bicycle Mobility Plan (BMP) will be the state's first bicycle master planning process that will run in parallel to the development of the Long-Range Transportation Plan. The BMP will provide a set of policy and infrastructure recommendations, as well as an implementation plan, intended to advance bicycle mobility and safety in the state. The BMP will be built on an analysis of bicycle traffic and crash data, existing bicycle policies, and past and proposed bicycle investments. The plan will outline a strategy for leveraging bicycle, pedestrian, safety, accessibility, air quality, and multimodal mobility dollars to develop a premier alternative transportation system, including a vision for the development of bike-friendly complete streets, a network of off- and on-road trails, and comprehensive bicycle infrastructure at intermodal facilities and city and town centers throughout the state. The plan will identify an inventory of bicycle projects to be developed within the upcoming 10-year TIP horizon and include preliminary cost estimates and implementation timelines.

FY 18 Tasks by Quarter:

Quarter 1

- Comment report from project kick-off event
- Schedule weekly meetings with staff
- Schedule for all public and stakeholder meetings
- Complete report of BMP existing conditions and bicycle facility inventory
- Complete BMP data collection (counts) and summary report

Quarter 2

- Complete assessment report of needs and gaps for the BMP and preliminary goals, objectives, and policies
- Complete report on BMP Performance Measures, Narrative and proposed Regional Transportation Plan/Transportation Improvement Program Project Selection and Prioritization Criteria

Quarter 3

- Complete report listing proposed BMP projects, programs, and policies to address performance gaps (with cost estimates)
- Written report, maps, and spatial data describing the recommended bicycle network

Project 10.2 Bicycle Mobility Plan

Quarter 4

- Completion of a BMP implementation plan and strategy with descriptions
- Final draft of the BMP and standalone executive summary
- State Planning Council/MPO approval

Products:

- Bicycle Mobility Plan

Project Cost (other than staff time): \$330,000 (\$264,000 FHWA; \$66,000 RIDOT)

Project 10.3 State Conservation and Outdoor Recreation Plan

Program Area: Long-Range Planning

Project Manager: RIDEM: Lisa Primiano

Supporting Staff: Statewide Planning: Nancy Hess and Paul Gonsalves
RIDEM: Michelle Sheehan and Paul Jordan

Project Overview: The Department of Environmental Management (DEM) will fully update the 2009, Ocean State Outdoors: Rhode Island's State Comprehensive Outdoor Recreation Plan (SCORP). This plan is an Element of the State Guide Plan (SGP). This Element sets the State's goals, policies, and implementation strategies for open space, conservation, and recreation. It will identify, evaluate outdoor recreation needs statewide, and prioritize implementation strategies to meet the identified needs. The update will also involve consolidating the SGP Element for greenways into the SCORP. The consolidation will incorporate relevant goals, policies, and actions of the SGP Element, A Greener Path: Greenspace and Greenways for Rhode Island's Future into the SCORP. Completion of this update will maintain the eligibility of the State for federally funded land acquisition and outdoor recreational capital projects from the US Department of the Interior Fish and Wildlife Service and also serves as the State's Recreational Trails Plan and Wetlands Priority Plan.

FY 18 Tasks by Quarter:

Quarter 1

- Continue to convene monthly meetings of the advisory committee
- Create an initial preliminary draft plan
- Conduct several regional and focused meetings with target organizations to solicit other stakeholder input
- Include stakeholder feedback in draft plan
- Present a preliminary draft plan to and obtain the consensus of the advisory committee on the plan
- Continue to update topical land use web page for the project on monthly basis

Quarter 2

- Conduct formal public review and adoption through the Technical Committee and State Planning Council
- Continue to update topical land use web page for the project on monthly basis

Project 10.3 State Conservation and Outdoor Recreation Plan

Quarter 3

- Consult with DEM staff on comments received through the public review process
- Create report of public comments and present the final recommended plan to SPC for approval
- Publish approved plan via website
- Inform municipalities of updated State Guide Plan
- Complete update topical land use web page for the project

Quarter 4

- Provide technical support to communities in addressing open space and recreation issues in comprehensive community plans in order to implement the approved plan

Products:

- Survey of statewide outdoor recreation needs
- Approved State Conservation and Outdoor Recreation State Guide Plan Element and reduction of total SGP Elements by one
- Updated web page

Project Cost (other than staff time): None

Project 10.4 Pastore Center Master Plan

Program Area: Long-Range Planning

Project Manager: DCAMM: Armindo Goncalves; Statewide Planning: Roberta Groch

Supporting Staff: Statewide Planning: Kevin Nelson and Heidi Cho; RIPTA: Amy Pettine; RIDOT: Meredith Brady

Project Overview: The Pastore Center is comprised of approximately 346 acres and 82 buildings and is a major site for State hospitals. Several other State departments are also located on the grounds. It is also the sole location for the States' prisons. The campus is a regional center of employment and is one of the most heavily-utilized stops in the RIPTA bus system. The purpose of the plan is to develop Pastore Center to its maximum potential as: a multi-purpose State government campus; a hub of safe and efficient transportation choices; and a jobs center.

FY 18 Tasks by Quarter:

Quarter 1

- Finalize and announce RFP
- Establish a Project Selection Review Committee, score responses to RFP, and make a recommendation of a consultant to the Division of Purchases
- Steering Committee formed to guide the consultant planning process and the public participation process

Quarter 2

- Establish a Project Selection Review Committee, score responses to RFP, and make a recommendation of a consultant to the Division of Purchases
- Gather existing data and plans; document existing conditions
- Identify ongoing initiatives on the Pastore campus and coordinate in planning process
- Coordinate with stormwater retention plan being developed under a separate RFP
- Research existing rail spur for potential transportation use

Quarter 3

- Provide Develop map incorporating expansion needs of major institutions on campus
- Provide Draft development options with potential building sites
- Hold planning workshops with representatives from all stakeholders
- Provide Draft traffic and parking plan
- Summarize development opportunities and constraints

Quarter 4

- Develop design guidelines for future building development on the campus
- Develop plan for streetscape improvements for pedestrian safety including sidewalk improvements, accessibility improvements, crosswalks, and appropriate lighting
- Provide for public outreach and input
- Provide cost estimates for infrastructure, landscaping, streetscape improvements, and a phased budget recommendation

FY 19 Tasks by Quarter:

Quarter 1

- Compile draft master plan

Quarter 2

- Present draft master plan
- Steering Committee reviews and comments
- Revise draft to include comments
- Finalize Master Plan

Products:

- Pastore Center Master Plan, including:
- Parking and transportation plan
- Design guidelines for streetscape and pedestrian safety improvements
- Cost estimates and tasks to be completed in short-, medium- and long-term timeframes

Project Cost (other than staff time): \$500,000 (\$100,000 FHWA; \$400,000 DOA)

Project 10.5 State Airport Systems Plan

Project Title: State Airport Systems Plan

Project Manager: Rhode Island Airport Corporation: Daniel Porter

Supporting Staff: Statewide Planning: Jared Rhodes and Nancy Hess; RIAC: Vincent Scarano

Project Overview: This project will update the 2011 State Airport System Plan. This Plan establishes goals and actions for the development and management of six state-owned airports. The purpose is to ensure that Rhode Island maintains an airport system that is capable of meeting the State's long-term transportation and economic needs.

Staff will assist RIAC to present a draft plan compiled by RIAC staff for feedback to the six airport host communities and other stakeholders such as airport businesses, airport users, pilots associations, airport neighbors, the Nature Conservancy, Land Trusts, chambers of commerce, and the National Guard. This will be done by RIAC prior to submitting it for formal review and approval. Staff will review of the draft to ensure that both the planning and proposed project implementation will be consistent with the other elements of the State Guide Plan. The draft plan will be reviewed by the Transportation Advisory Committee, the Technical Committee, and approved through the formal public hearing process of the State Planning Council.

FY 18 Tasks by Quarter:

Quarter 1

- Identify stakeholders
- Conduct a series of public informational meetings

Quarter 2

- Prepare the draft plan update
- Present draft to Transportation Advisory Committee and Technical Committee for review and comment
- Revise as necessary

Quarter 3

- Conduct public hearing and public comment period
- Develop public hearing / comment report summarizing all public comments and recommended responses
- Present to State Planning Council for approval
- Revise as needed

Project 10.5 State Airport Systems Plan

Quarter 4

- Finalize approved plan
- Publish approved plan on the Division of Statewide Planning website
- Notify municipalities of changes to the State Guide Plan

Products:

- Updated State Airport Systems Plan
- Updated webpage

Project Cost (other than staff time): None

Project 12.1 Rhode Island Land Use Training Collaborative

Program Area: Transportation and Land Use Coordination Technical Assistance

Project Manager: Statewide Planning: Nancy Hess

Supporting Staff: Statewide Planning: Caroline Wells and Paul Gonsalves
Grow Smart RI: Annette Bourne, John Flaherty, and Scott Millar

Project Overview: This project is to develop and deliver training and technical assistance to ensure that the municipal boards and commissions, elected officials, and professional staff responsible for municipal land use and transportation planning, and the public they serve, will have the knowledge and skills needed to conduct effective land use reviews and write sound decisions consistent with Rhode Island General Laws and State Guide Plan Elements Land Use 2025 and Transportation 2035. The program has the following components:

1. Management and support for the Land Use Training Collaborative – A cooperative effort by two dozen State agencies, and private and non-profit entities to identify municipal training needs, provide affordable training, and evaluate training effectiveness in increasing municipal land use planning capacity, decision-making capacity, and learning about innovative planning, design, and financing strategies. The Collaborative members' expertise includes transportation, comprehensive and municipal planning, land-use law, housing, environmental stewardship, and public health.
2. Development of training and other capacity building resources related to land use and the management and maintenance of a state and regional transportation system that provides convenient and affordable transportation options. Highlighting topics that will implement the State Guide Plan by including but not limited to sessions on directing growth to urban and rural centers that facilitate the use of multiple modes of transportation, sustainable economic development, and strengthening our agricultural sector and local food systems.
3. Delivery of training programs through workshops such as “Making Good Land Use Decisions” which is comprised of three separate workshops: Introduction to Smart Growth and Community Planning; Conducting Effective Land Use Reviews; and Writing Sound Decisions. Transportation is covered under Physical Alteration Development permits and under local permits as well. Transportation experts often testify in town decisions around economic development, and is an important part of the program.

Project 12.1 Rhode Island Land Use Training Collaborative

4. In order to ensure the continued excellence and integrity of the Land Use Training Collaborative's workshops, evaluations are used to gauge workshop and presenters' performance and to gather additional information regarding materials and other topics of interest.

FY 18 Tasks by Quarter:

Quarter 1

- Deliver 1 of 6 training programs on community planning/application review procedures/ special training for Planning Board Chairs
- Develop new workshop on "Revitalizing Transportation Corridors"
- Develop new workshop on "Understanding Federal Transportation Plans Processing in RI"
- Begin development of statewide forum on "Public-Private Partnerships to Support Transportation Infrastructure"
- On-going implementation of training evaluation plan

Quarter 2

- Deliver 2nd of 6 training programs on community planning/application review procedures/ special training for Planning Board Chairs
- Deliver 1 of 2 workshops on "Revitalizing Transportation Corridors"
- Deliver 1 of 2 workshop on "Understanding Federal Transportation Plans Processing in RI"
- Begin development of new workshop on "Innovations in Mass Transit: Vision & Master Plan"
- Report second quarter progress on development of statewide forum on "Public-Private Partnerships to Support Transportation Infrastructure"
- On-going implementation of training evaluation plan

Quarter 3

- Convene meeting of Land Use Training Collaborative Partners
- On-going implementation of training evaluation plan
- Deliver 3rd and 4th of 6 training programs on community planning/application review procedures / special training for Planning Board Chairs
- Deliver 2 of 2 workshops on "Revitalizing Transportation Corridors"
- Deliver 2 of 2 workshops on "Understanding Federal Transportation Plans Processing in RI"

Project 12.1 Rhode Island Land Use Training Collaborative

- Deliver 1 of 2 workshops on “Innovations in Mass Transit: Vision & Master Plan”
- Report third quarter progress on development of statewide forum on “Public-Private Partnerships to Support Transportation Infrastructure”

Quarter 4

- Deliver 5th and 6th of 6 training program on community planning/application review procedures/ special training for Planning Board Chairs
- Prepare FY 2018 evaluation results report
- Deliver 2 of 2 workshops on “Innovations in Mass Transit: Vision & Master Plan”
- Deliver statewide forum on Public-Private Partnerships to Support Transportation Infrastructure

Products:

- Outlines and materials for 4 existing training programs
- Delivery of 12 training programs on:
 - (6) community planning/application review procedures
 - (2) Revitalizing Transportation Corridors
 - (2) Understanding Federal Transportation Plans Processing in RI
 - (2) Innovations in Mass Transit: Vision & Master Plan
- Development of 1 new Statewide Forum: Public-Private Partnerships to Support Transportation Infrastructure
- Report on evaluation results

Project Cost (other than staff time): \$136,037 (\$78,643 FHWA; \$14,394 FTA; \$43,000 Grow Smart RI)

Project 13.1 Sustaining and Enhancing Access to the RIGIS Geospatial Database

Project 13.1 Sustaining and Enhancing Access to the RIGIS Geospatial Database

Program Area: Data Management, Coordination, and Delivery

Project Manager: Statewide Planning: Vincent Flood

Supporting Staff: URI: Environmental Data Center staff; Statewide Planning: Christina Delage Baza

Project Overview: Subcontract to the University of Rhode Island Environmental Data Center (URI EDC) to continue maintaining and updating the Rhode Island Geographic Information System (RIGIS) consortium's data distribution clearinghouse (www.rigis.org). The primary function of this project is to add new data and map services developed by RIGIS partners and to maintain the underlying software and hardware systems that support the clearinghouse. With the creation of 280 new hosted feature services within ArcGIS Online, it is now possible to create a variety of basic web maps, and more advanced web mapping applications featuring RIGIS data. These web maps and web mapping applications will allow users of all skill levels to access and interact with popular RIGIS datasets, such as RIDOT roads, sea level rise, RIPTA Bus Stops and Routes. The geospatial data distributed by RIGIS with URI EDC support numerous ongoing transportation and economic development planning initiatives.

FY 18 Tasks by Quarter

The following Tasks are undertaken on an ongoing basis and therefore could occur in any quarter:

- Process and publish dataset contributions developed by RIGIS partners by reviewing the integrity and metadata of new data; importing the new data into two geodatabases, publishing new data to the RIGIS website, and updating the RIGIS community via RIGIS-L
- Introduce new/updated datasets; remove retired/archived datasets
- Maintain RIGIS data distribution site by adding additional online resources on all Dataset Details and Tiled Data Download Details pages, diagnose and fix bugs that may arise, and add software updates
- Maintain the server system that supports RIGIS data distribution by providing nightly backups, and maintain a separate, offline, dark archive of all RIGIS data
- Research and apply virtualization, operating system, and server software updates
- Monitor hardware health, adjust systems as necessary to accommodate hardware changes, task repairs as necessary
- Monitor and optimize network traffic

Project 13.1 Sustaining and Enhancing Access to the RIGIS Geospatial Database

- Respond to technical assistance requests

Quarter 1

- Develop Local Perspective Application allowing users to highlight RIGIS dataset features within a buffered user selected location, for example a selection roads and commercial E-911 commercial sites within a ½ mile of specified location
- Develop 1st Interactive Web Application
- Publish RIGIS blog post
- Publish updated RIGIS vector data geodatabase
- Provide administrative assistance and attend RIGIS Executive Committee meeting

Quarter 2

- Work with RI E-911 to recreate the data redlining app
- Begin web apps project using the templates and proposed ideas listed in the FY 2018 Objective Overview, Enhancement of the RIGIS Website Utilizing RIGIS Feature Services section
- Publish RIGIS blog post
- Publish RIGIS vector geodatabase update
- Provide administrative assistance and attend RIGIS Executive Committee meeting

Quarter 3

- Work on creating a Story Map Journal that focuses on Transportation Planning or Economic Development in Rhode Island
- Publish RIGIS blog post
- Publish RIGIS vector geodatabase update
- Provide administrative assistance and attend RIGIS Executive Committee meeting

Quarter 4

- Create a variety of web apps utilizing the Web App Builder to be featured on RIGIS open data site
- Continue Story Map Journal focusing on Transportation Planning or Economic Development in Rhode Island
- Publish RIGIS blog post
- Publish RIGIS vector geodatabase update
- Provide administrative assistance and attend RIGIS Executive Committee meeting

Project 13.1 Sustaining and Enhancing Access to the RIGIS Geospatial Database

Products:

- Approximately 25 new or updated datasets reviewed, processed, and published on behalf of RIGIS contributors
- Four quarterly updates of the publicly available Esri file geodatabase that contains nearly all vector datasets distributed by RIGIS
- Four quarterly blog posts summarizing new, updated, and retired RIGIS-distributed datasets
- Responses to approximately 12 requests for technical assistance summaries.
- Approximately 10 metadata records updated with the new URL of the new RIGIS data distribution website
- Reliable access to the RIGIS data distribution website

Project Cost (other than staff time): \$104,379 (\$67,846 FHWA; \$15,657 FTA; \$20,876 URI)

Project 13.2 Advanced Continuously Operating Reference Network (ACORN)

Project 13.2 Advanced Continuously Operating Reference Network (ACORN)

Program Area: Data Management, Coordination, and Delivery

Project Manager: RIDOT: Michael Gaston

Supporting Staff: RIDOT: Jim Primeau and Steve Kut

Project Overview: The Advanced Continuously Operating Reference Network is a network of Global Navigation Satellite System reference station receivers operated by University of Connecticut and Connecticut DOT. The ACORN receivers are part of the NOAA-NGS network of Continuously Operating Reference Stations (CORS), which constitute the fiducial stations for the National Spatial Reference System. Currently, RIDOT is the only New England state, and one of only four state-DOT's nationwide, not participating in the CORS program. This project would allow RIDOT to establish and maintain two new/updated CORS stations: one at URI and one at 2 Capitol Hill. In addition to allowing new construction inspection techniques using real-time GPS to verify construction activity, CORS applications will support land surveying, construction & design activities, construction inspection, transportation needs, GIS development, environmental surveys, remote sensing, emergency management/ police, as well as education and science.

FY 18 Tasks by Quarter:

Quarter 1

- Complete agreement to install and maintain antennae

Quarter 2

- Install antennae

Quarter 3

- Integrate data into processes

Quarter 4

- Project complete

Products:

- Antennas and receivers
- Participation in ACORN

Project Cost (other than staff time): \$100,000 (\$80,000 FHWA; \$20,000 RIDOT)

Project 14.1 Travel Demand Model Update and Maintenance

Program Area: Data Development and Analysis

Project Manager: Statewide Planning: Benjamin Jacobs

Supporting Staff: Statewide Planning: Paul DiGiuseppe and Linsey Callaghan

Project Overview: In conjunction with hired consultants, Statewide Planning staff will maintain, work with partner agencies (including RIDOT, RIPTA, and RIDEM) on data inputs/outputs and functioning of the Rhode Island Statewide Model (RISM), and make enhancements and updates to the RISM. Staff will complete a plan for the future use and expansion of the model, build state competency through a training program, and seek to make the model more useful for the state.

FY 18 Tasks by Quarter:

Quarter 1

- Implement first annual Model Maintenance Update
- Craft update memo for inclusion in appendix of Technical Paper 157 - Statewide Travel Model Update
- Produce report containing relevant data for RISM stakeholders
- Craft appendix section for Technical Paper 157 - Statewide Travel Model Update explaining usability updates
- Begin work on Transit assignment
- Begin work on incorporation of RIPTA ridership survey
- If funding becomes available, begin work on incorporation of MBTA ridership survey

Quarter 2

- Complete implementation of Transit Assignment
- Complete implementation of RIPTA ridership surveys
- Draft updates to Technical Paper 157 - Statewide Travel Model Update documenting Transit Assignment and RIPTA Ridership Survey alterations
- If funding becomes available, draft updates to Technical Paper 157 - Statewide Travel Model Update documenting MBTA Ridership Survey alterations
- Continue to work with consultant and partner agencies on the RISM, in line with tasks discussed in Model Maintenance Plan

Project 14.1 Travel Demand Model Update and Maintenance

Quarter 3

- Final updates to Technical Paper 157 - Statewide Travel Model Update documenting Transit Assignment Application and insertion of RIPTA Ridership Survey Data
- If funding becomes available, final updates to Technical Paper 157 - Statewide Travel Model Update documenting MBTA Ridership Survey alterations
- Informational presentation to TAC, Technical Committee, and/ or State Planning Council on the Model Maintenance Plan first annual update, and recent upgrades
- Organize meeting with stakeholders to assess ongoing progress towards fulfilling goals set out in Model Maintenance Plan
- Continue to work with consultant and partner agencies on the RISM, in line with tasks discussed in Model Maintenance Plan

Quarter 4

- Gather data for annual Model Maintenance Update
- Continue to work with consultant and partner agencies on the RISM, in line with tasks discussed in Model Maintenance Plan

Products:

- RISM Model Maintenance and Update Plan FY 2017-2021
- RISM and associated TransCAD and ESRI GIS data
- Report containing relevant data for RISM stakeholders
- Memo appended to Technical Paper 157 - Statewide Travel Model Update describing annual update
- RISM and associated TransCAD and ESRI GIS data updated with Transit Assignment Application
- RISM and associated TransCAD and ESRI GIS data updated with RIPTA Passenger Survey Data
- If funds become available, RISM and associated TransCAD and ESRI GIS data updated with MBTA Ridership Survey Data
- Appendix of Technical Paper 157 - Statewide Travel Model Update changed to reflect addition of Transit Assignment, and RIPTA Passenger Survey
- If funds become available, appendix of Technical Paper 157 - Statewide Travel Model Update changed to reflect addition of MBTA Passenger Survey

Project Cost (other than staff time): \$393,033 (\$255,471 FHWA; \$58,955 FTA; \$78,607 RIDOT)

Project 14.2 Drones for Project Surveys and Mapping

Program Area: Data Development and Analysis

Project Manager: RIDOT: Stephen Kut

Supporting Staff: RIDOT: Jeremy Abraham and Jim Primeau

Project Overview: RIDOT has recently established a scoping section responsible for the development of projects scopes. In order to develop accurate scopes for each project RIDOT must ensure it is using the latest data and base information for each site. Utilizing the latest survey and mapping technology including drones will help RIDOT achieve this. This project will provide RIDOT with equipment and training which will be used to establish the latest mapping, imagery, and site conditions for projects.

FY 18 Tasks by Quarter:

Quarter 1

- Procure drone equipment and attend certified FAA training
- Establish procedures and workflows for collecting and processing data

Quarter 2

- Acquire imagery and mapping data for project scoping

Quarter 3

- No activities scheduled

Quarter 4

- No activities scheduled

Products:

- Documentation on the use of drones for project mapping and scoping
- Production site imagery and mapping for pilot projects

Project Cost: (other than staff time): \$22,300 (\$17,840 FHWA; \$4,460 RIDOT)

Section V: Resources

Available Federal Funding

The following are estimates of federal funds assumed to be available in FY 2018 to support the work program. In most cases, a state match share is required. Expenditures of these funds by task and project and their associated matches are detailed below

1. **Federal Highway Administration (FHWA) Metropolitan Planning (PL) fund**
projected balance as of July 1, 2017 including the anticipated FFY 17 remaining grant amount and FFY 18 grant amount. **\$5,595,008**
2. **Federal Transit Administration (FTA) Metropolitan Planning (5303) fund**
projected balance as of July 1, 2017 including the anticipated FFY 18 grant amount. **\$959,989**

Staff Support

The following is a listing of staff within the Rhode Island Department of Administration that is responsible for supporting the MPO and implementing this work program.

Division of Statewide Planning

<i>Associate Director's Office</i>	
Associate Director	Parag Agrawal
Executive Assistant	Catherine Pitassi
Principal Accountant	Paul Capotosto
<i>Transportation Planning</i>	
Assistant Chief	Paul DiGiuseppe
Supervising Planner	Linsey Callaghan
Principal Planner	Heidi Cho
Principal Planner	Michael D'Alessandro
Principal Planner	Michael Moan
Principal Planner	Lindsey Langenburg
Principal Research Technician	Benjamin Jacobs

Section V: Resources

<i>Long-Range Planning, Coordination and Assistance</i>	
Chief	Jared L. Rhodes, II
Supervising Planner	Nancy Hess
Supervising Planner	Kevin Nelson
Principal Planner	Caitlin Greeley
Principal Planner	Caroline Wells
Principal Planner	Vacant
Senior Planner	Benny Bergantino
Senior Planner	Paul Gonsalves
<i>Economic Development / Planning Information Center</i>	
Assistant Chief	Roberta Groch
Supervising Planner	Vincent Flood
Principal Planner	Kirsten Bryan
GIS Specialist II	Christina Delage Baza
Information Services Technician II	Kim A. Gelfuso

Central Business Office

Principal Technical Support Analyst	Thomas DeFazio
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Table 5.1: FY 2018 Program Area (Task) and Project Funding Sources by Percentage

Table 5.1: FY 2018 Program Area (Task) and Project Funding Sources by Percentage

Table 5.1 presents the percentage of each available funding source to be applied to the FY 2018 personnel and operating tasks as well as the contractual and pass-through projects.

TABLE 5.1 FY 2018 TASK AND PROJECT FUNDING SOURCES BY PERCENTAGE												
TASK	PERSONNEL AND OPERATING	Total	FUNDING SOURCES									
			RISP	FHWA	FTA	WRB	RIDOT	RIPTA	CDBG	URI	EFSB	OTHER
1	Program Management	100%	23%	60%	17%							
2	Professional Development	100%	23%	60%	17%							
3	Transportation Operations and Management	100%	20%	65%	15%							
4	Transportation Improvement Program	100%	20%	65%	15%							
5	State and Regional Transportation Planning Coordination	100%	20%	65%	15%							
6	Transit Planning	100%	20%	20%	60%							
7	Freight Planning	100%	20%	65%	15%							
8	Transportation Planning For Economic Development	100%	30%	55%	15%							
9	Climate Change Resiliency, Adaptation, Mitigation	100%	30%	55%	15%							
10	Long Range Planning	100%	60%	30%	10%							
10.1	Long Range Transportation Plan	100%	20%	80%								
10.2	Bicycle Mobility Plan	100%	20%	80%								
11	Consistency Review	100%	73%	20%	7%							
12	Transportation and Land Use Coordination Technical Assistance	100%	23%	60%	17%							
13	Data Management, Coordination and Delivery	100%	20%	65%	15%							
14	Data Development and Analysis	100%	20%	65%	15%							
15	Public Information, Equity, Outreach	100%	40%	50%	10%							
16	Performance Management	100%	20%	65%	15%							
17	Energy Facility Siting Board	100%									100%	
18	Special Projects and Activities	100%	100%									
19	Water Resources Board Support	100%				100%						
ICAP	Paid Leave	100%	32%	55%	13%							
PROJECT	CONTRACTUAL AND PASS-THROUGH GRANTS	Total	RISP	FHWA	FTA	WRB	RIDOT	RIPTA	CDBG	URI	EFSB	OTHER
4.1	TIP Process Database Enhancements (new)	100%		80%			20%					
6.1	Transit Master Plan (new)	100%		16%	59%		22%	3%				
6.2	Human Services Coordinated Plan Development (continuing)	100%		20%	60%			20%				
8.2	Addressing Active Transportation Issues to Stimulate Local Economies (new)	100%		80%								20%
9.1	Transportation Climate Change and Resiliency Synthesis (new)	100%		80%			20%					
9.2	Assessing Economic Infrastructure Vulnerability to Natural Hazards and Climate Change (new)	100%							100%			
10.1	Long Range Transportation Plan (continuing)	100%		80%			20%					
10.2	Bicycle Mobility Plan (continuing)	100%		80%			20%					
10.4	Pastore Center master Plan	100%		20%								80%
12.1	RI Land Use Training Collaborative (continuing)	100%		67%	13%							20%
13.1	Sustaining and Enhancing Access to RIGIS Geospatial Data (continuing)	100%		65%	15%					20%		
13.2	Advanced Continuously Operating Reference Network (new)	100%		80%			20%					
14.1	Travel Demand Model Update and Maintenance (continuing)	100%		65%	15%		20%					
14.2	Drones for Project Surveys and Mapping (new)	100%		80%			20%					

Table 5.2: FY 2018 Time Distribution

Table 5.2: FY 2018 Time Distribution

Table 5.2 presents the number of hours each Department of Administration staff member has been budgeted to each program area (task) for FY 18.

TABLE 5.2 FY 2018 TIME DISTRIBUTION																								
		Program Management	Professional Development	Transportation Ops/Man	TIP	Regional Transportation Planning Coord	Transit Planning	Freight Planning	Economic Development	Climate Change, Resiliency	Long range planning	Long Range Transportation Plan	Bicycle Master Plan	Consistency Review	Technical Assistance	Data Management and Coordination	Data Development and Analysis	Public Information	Performance Management	Energy Facility Siting Board	Special Projects and Activities	WRB Support	Paid Leave	
		FY 2018 TIME DISTRIBUTION (HOURS)																						
		Total	Task 1	Task 2	Task 3	Task 4	Task 5	Task 6	Task 7	Task 8	Task 9	Task 10	Task 10.1	Task 10.2	Task 11	Task 12	Task 13	Task 14	Task 15	Task 16	Task 17	Task 18	Task 19	ICAP
01	Parag Agrawal	1820	200	35		100	150	120																280
02	Cathy Pitassi	1820	1505	35																				280
03	Jared L. Rhodes	1820	280	35		260					105	150	70	70	245	105					70	150		280
04	Roberta Groch	1820	250	35						750		35					145	45	45	35		200		280
05	Paul Digiuseppe	1820	250	35		296	189	160					296	251				63						280
06	Nancy Hess	1820	155	35			100	405				135			125	320	35	150	20	20		40		280
07	Caroline Wells	1820	21	35						105	254		645	70	100	210						100		280
08	Paul Gonsalves	1820	21	35	200		150			185	110	200			200	310	35		20	34		40		280
09	Tom Defazio	270	270																					
10	Vacant Planner	1820	21	35	200	160	200	200		434	70		100	50		70								280
11	Linsey Callaghan	1820	70	35	339	439	125	275	50				100					107						280
12	Lindsey Langenburg	1820	21	35		100		375		340	200		217	217					35					280
13	Ben Jacobs	1820	21	35		200			100				100	100				700	84					280
14	Heidi Cho	1820	21	35		200		200		200		84	200	600										280
15	Michael Moan	1820	21	35	414	30	200	210	150						105		100	205						350
16	Mike D'allesandro	1820	21	35		502		180		440			180	157					25					280
17	Kevin Nelson	1820	140	35	104		50			21		140			700	210					70			350
18	Caitlin Greeley	1820	21	35	100		100			400	309	100			300	140					35			280
19	Benny Bergantino	1820	20	35	150		150			210					800	70			35	50	20			280
20	Vincent Flood	1820	140	35						320							439	440	120	21		25		280
21	Kirsten Bryan	1820	50	35						700							35	574	125	21				280
22	Kim Gelfuso	1820	121	35		64													1200				100	300
23	Christina Delage	1820	100	50		294											152	888	35	21				280
24	Paul Capotosto	1820	1145	35		150												105					105	280
TOTAL HOURS		42,130	4,885	820	1,507	2,795	1,414	2,125	300	4,275	1,428	944	2,058	1,565	2,625	1,435	941	3,277	1,779	202	195	755	205	6,600

Table 5.3: FY 2018 Projected Costs by Program Areas and Funding Sources

Table 5.3: FY 2018 Projected Costs by Program Areas and Funding Sources

Table 5.3 presents the projected FY 18 costs for both the personnel and operating and the contractual and pass-through components of the budget.

TABLE 5.3 FY 2018 PROJECTED COSTS BY TASKS AND FUNDING SOURCES												
TASK	Personnel and Operating	TOTAL	RISP	FHWA	FTA	WRB	RIDOT	RIPTA	CDBG	URI	EFSB	OTHER
1	Program Management	\$ 319,378	\$ 73,457	\$ 191,627	\$ 54,294							
2	Professional Development	\$ 55,052	\$ 12,662	\$ 33,031	\$ 9,359							
3	Transportation Operations and Management	\$ 101,677	\$ 20,335	\$ 66,090	\$ 15,252							
4	Transportation Improvement Program	\$ 191,460	\$ 38,292	\$ 124,449	\$ 28,719							
5	State and Regional Transportation Planning Coordination	\$ 102,145	\$ 20,429	\$ 66,394	\$ 15,322							
6	Transit Planning	\$ 146,721	\$ 29,344	\$ 29,344	\$ 88,033							
7	Freight Planning	\$ 20,928	\$ 4,186	\$ 13,603	\$ 3,139							
8	Transportation Planning For Economic Development	\$ 284,643	\$ 85,393	\$ 156,554	\$ 42,696							
9	Climate Change Resiliency, Adaptation, Mitigation	\$ 95,922	\$ 28,777	\$ 52,757	\$ 14,388							
10	Long Range Planning	\$ 67,770	\$ 40,662	\$ 20,331	\$ 6,777							
10.1	Long Range Transportation Plan	\$ 140,974	\$ 28,195	\$ 112,779								
10.2	Bicycle Mobility Plan	\$ 104,506	\$ 20,901	\$ 83,605								
11	Consistency Review	\$ 176,368	\$ 128,748	\$ 35,274	\$ 12,346							
12	Transportation and Land Use Coordination Technical Assistance	\$ 93,421	\$ 21,487	\$ 56,052	\$ 15,882							
13	Data Management, Coordination and Delivery	\$ 69,149	\$ 13,830	\$ 44,947	\$ 10,372							
14	Data Development and Analysis	\$ 215,739	\$ 43,148	\$ 140,230	\$ 32,361							
15	Public Information, Equity, Outreach	\$ 98,508	\$ 39,403	\$ 49,254	\$ 9,851							
16	Performance Management	\$ 13,498	\$ 2,700	\$ 8,773	\$ 2,025							
17	Energy Facility Siting Board	\$ 13,863									\$ 13,863	
18	Special Projects and Activities	\$ 62,897	\$ 62,897									
19	Water Resources Board Support	\$ 11,606				\$ 11,606						
ICAP (Paid Leave - See Appendix D)		\$ 443,831	\$ 142,026	\$ 239,669	\$ 62,136							
<i>Sub Total</i>		\$ 2,830,056	\$ 856,872	\$ 1,524,763	\$ 422,952	\$ 11,606					\$ 13,863	
TASK	CONTRACTUAL AND PASS-THROUGH GRANTS	TOTAL	RISP	FHWA	FTA	WRB	RIDOT	RIPTA	CDBG	URI	EFSB	OTHER
4.1	TIP Process Database Enhancements (new)	\$ 140,000		\$ 112,000			\$ 28,000					
6.1	Transit Master Plan (new)	\$ 600,000		\$ 94,260	\$ 354,740		\$ 131,000	\$ 20,000				
6.2	Human Services Coordinated Plan Development (continuing)	\$ 150,000		\$ 30,000	\$ 90,000			\$ 30,000				
8.2	Addressing Active Transportation Issues to Stimulate Local Economies (new)	\$ 350,000		\$ 280,000								\$ 70,000
9.1	Transportation Climate Change and Resiliency Synthesis (new)	\$ 80,000		\$ 64,000			\$ 16,000					
9.2	Assessing Economic Infrastructure Vulnerability to Natural Hazards/Climate Change(new)	\$ 320,000							\$ 320,000			
10.1	Long Range Transportation Plan (continuing)	\$ 485,000		\$ 388,000			\$ 97,000					
10.2	Bicycle Mobility Plan (continuing)	\$ 330,000		\$ 264,000			\$ 66,000					
10.4	Pastore Center Master Plan	\$ 500,000		\$ 100,000								\$ 400,000
12.1	RI Land Use Training Collaborative (continuing)	\$ 136,037		\$ 91,145	\$ 17,685							\$ 27,207
13.1	Sustaining and Enhancing Access to RIGIS Geospatial Data (continuing)	\$ 104,379		\$ 67,846	\$ 15,657					\$ 20,876		
13.2	Advanced Continuously Operating Reference Network (new)	\$ 100,000		\$ 80,000			\$ 20,000					
14.1	Travel Demand Model Update and Maintenance (continuing)	\$ 393,033		\$ 255,471	\$ 58,955		\$ 78,607					
14.2	Drones for Project Surveys and Mapping (new)	\$ 22,300		\$ 17,840			\$ 4,460					
<i>Sub Total</i>		\$ 3,710,749	\$ -	\$ 1,844,562	\$ 537,037	\$ -	\$ 441,067	\$ 50,000	\$ 320,000	\$ 20,876	\$ -	\$ 497,207
TOTAL		\$ 6,540,805	\$ 856,872	\$ 3,369,325	\$ 959,989	\$ 11,606	\$ 441,067	\$ 50,000	\$ 320,000	\$ 20,876	\$ 13,863	\$ 497,207

Appendix A: RIDOT Work Plan

PART 1 – FISCAL YEAR 2018 FHWA PARTICIPATION COSTS BY PROJECT AND EXPENDITURE CLASSIFICATION (FEDERAL FUNDS PLUS State match)					
<i>Task</i>	<i>Personnel</i>	<i>Contractual Services</i>	<i>Equipment/Supplies</i>	<i>Travel/Training</i>	<i>FY2018 Budget</i>
Asset Information Systems	\$750,000		\$3,000	\$12,500	\$765,500
ESRI, VUEWorks, SQL Maint		\$98,000			\$98,000
HPHC Project		\$60,000			\$60,000
Sidewalk/Signal Inventory, ADA Integration		\$75,000			\$75,000
ESRI EAP GIS Scoping, Roads and Hwys		\$350,000			\$350,000
Orthophoto Imagery		\$25,000			\$25,000
Bicycle & Pedestrian Coordination	\$100,000			\$5,000	\$105,000
Print Bike Map		\$35,000			\$35,000
Bikeway Facility Design Manual		\$80,000			\$80,000
Pavement Condition/Distress Survey		\$75,000			\$75,000
New Bike Path/Corridor Studies		\$120,000			\$120,000
Environmental Programs					
Climate	\$25,000			\$2,500	\$27,500
NRU	\$150,000	\$300,000	\$75,000	\$2,500	\$527,500
CRU	\$150,000	\$235,000	\$12,300	\$1,000	\$398,300
RIDOT/RIHPHC	\$105,000				\$105,000
Fiscal & Project Programming	\$125,000			\$2,500	\$127,500
Highway Statistics	\$50,000			\$2,500	\$52,500
Innovation	\$25,000			\$5,000	\$30,000
Management & Monitoring Systems	\$450,000				\$450,000
FMS		\$500,000	\$5,000		\$505,000
SHSP		\$710,000			\$710,000
Asset Mgmt		\$50,000		\$10,000	\$60,000
Pavement Mgmt			\$15,000	\$10,000	\$25,000
Performance Management	\$275,000	\$22,000	\$5,000	\$7,500	\$309,500
Planning/Facility Studies	\$450,000			\$6,000	\$456,000
Prov Station Transit Hub		\$80,000			\$80,000
On-Call Transit Enhancements		\$600,000			\$600,000
TAP Planning/Scoping		\$100,000			\$100,000
Commuter Rail Planning Assistance		\$75,000			\$75,000
Environmental Justice/LEP Database		\$75,000			\$75,000
Road Inventory	\$350,000		\$4,000		\$354,000
Traffic Congestion	\$350,000		\$644,500		\$994,500
Traffic Counting Contract		\$350,000			\$350,000
Wireless Service Contract		\$140,000			\$140,000
Eco-Counter Data Transmission		\$2,000			\$2,000
STC	\$200,000	\$250,000			\$450,000
Workforce Development					
SMILE, TRAC, Summer Inst/Acads, Career Days		\$425,000			\$425,000
LTAP		\$250,000			\$250,000
OJT		\$400,000			\$400,000
DBE Supportive Services Program		\$400,000		\$10,000	\$410,000
Professional Development and Training		\$250,000			\$250,000
EEO Compliance		\$78,000	\$12,000		\$90,000
TOTAL					\$10,617,800
Urban Transportation Planning					\$5,602,793

Appendix B: RIPTA FY 2018 Unified Planning Work Program

Appendix B: RIPTA FY 2018 Unified Planning Work Program

RIPTA's unified planning work program for FY 2018 will address short and long range planning concerns, incorporating planning needs identified by RIPTA's staff and Board of Directors. These tasks will be accomplished by RIPTA staff, supplemented by outside consultants as needed.

Short Range Transportation Planning

RIPTA will engage in ongoing short range transportation planning activities such as:

- Maintenance of operating and support statistics for planning and performance measurement
- Review of existing transit operations and planning of route adjustments
- Development of improved Flex and Ride services to enhance service in lower density areas
- Implementation of technology enhancements such as AVL CAD for use in performance monitoring and HASTUS upgrades to enable scheduling improvements
- Design of transit operations appropriate to available funding levels
- Coordination between transit operations and planning functions
- Redesign and/or improvement of communications materials such as system map and website
- Review and evaluation of new transit markets and opportunities
- Solicitation of feedback from fixed route and paratransit customers and agency partners
- Engagement in inclusionary planning and clear communication regarding civil rights of riders
- Coordinated planning with human services agencies and transportation providers
- Coordination with RIDOT on roadway construction projects
- Evaluation of critical transit support functions for efficiency and effectiveness, such as paratransit service and maintenance systems
- Assessment of RIPTA management activities and alignment with best practices

Appendix B: RIPTA FY 2018 Unified Planning Work Program

SHORT RANGE PLANNING		
Federal	Local	Total
636,000	159,000	795,000

Long Range Transportation Planning

RIPTA will initiate, review, implement and/or support long-term transit and multimodal transportation strategies and investments. Planned efforts include:

- Development of long-term plans for multimodal capital investments, including planning and evaluation related to expansion or realignment of the statewide transportation network, development of funding plans, and preparation of applications for discretionary TIGER, Small Starts, New Starts, and/or other funds
- Planning and design of transit services and facilities, such as bus, trolley, ferry, bus rapid transit, park and ride, circulator, and other modes as appropriate, including support for the following projects: Providence Intermodal Transportation Center, Providence Downtown Transit Connector, Newport Transportation and Visitors Center, Warwick Transit Hub, Pawtucket Transit Hub, and the East Side Bus Tunnel
- Participation in the preparation of Transit Oriented Development plans in association with bus hub and intermodal center design and development
- Preparation of fleet plans, including assessment of ZEV fueling technologies and associated infrastructure, consideration of vehicle type and size, and development of transition plans
- Sustainability planning focusing on fleet, passenger and administrative facilities, resiliency, GHG emissions reduction, and long-term cost savings
- Data collection, analysis, and modelling, including administration of rider surveys and origin-destination analyses, and data-sharing and collaboration with Statewide Planning and other partner organizations
- Development, evaluation, and revision of service models and transit development plans for key transit centers and developing markets throughout the State
- Coordination of Transit Signal Prioritization expansion and/or enhancement
- Development of a bus stop improvement program, including partnerships with municipalities focusing on bus stop siting, design, and bicycle-pedestrian and ADA safety and accessibility improvements

Appendix B: RIPTA FY 2018 Unified Planning Work Program

- Planning and coordination of commuter and special mobility services such as vanpooling, handicap accessible taxi cabs, and dynamic scheduling
- Travel demand management planning and best practices research, and identification of potential Transportation Management Association partnerships
- Development and enhancement of transit asset management programs
- Preparation of an agency-wide strategic plan and regional transit master plan
- Fare policy and product evaluation, including fare media and fare collection and distribution systems, to identify potential revenue opportunities and improve ease of use for riders
- Participation in Rhode Island's transportation planning process, including membership on the Transportation Advisory Committee and the State Planning Council, maintenance and updating of Rhode Island's State Management Plan, publication of a transit program of projects in the Transportation Improvement Program, assistance in preparation of the 2040 Long Range Transportation Plan
- Coordination with State economic development leadership to ensure maximum leveraging of transit investment for job growth and economic benefit
- Human services transportation coordination, including updating the State's Human Services Transportation Coordinated Plan

LONG RANGE PLANNING		
Federal	Local	Total
272,700	68,175	340,880

Appendix C: Indirect Cost Allocation Plan

Appendix C: Indirect Cost Allocation Plan

Introduction

The Department of Transportation is the designated recipient of all FHWA funds for the State of Rhode Island. The Rhode Island Public Transit Authority is the designated recipient for all FTA funds for the State of Rhode Island with the exception of 5303 funds, Statewide Transportation Planning funds, and 5307 & 5309 funds for rail which are apportioned to the Department of Transportation, and 5304 funds which are apportioned to the Metropolitan Planning Program. FTA 5303 and 5304 funds are transferred to FHWA and then to the Department of Transportation through a consolidated planning grant. The Division of Statewide Planning is the designated sub-recipient to the Department of Transportation for all Metropolitan Planning Funds from the United States Department of Transportation.

Purpose of this Document

This Indirect Cost Allocation Plan is prepared to satisfy the requirements of Title 2, Grants and Agreements, Part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards of the Code of Federal Regulations. Although certain central services, such as motor pools, computer centers, purchasing, accounting, etc., are eligible indirect costs, the only indirect cost the Division of Statewide Planning assigns as a part of this Indirect Cost Allocation Plan is Paid Leave. Paid Leave includes all personal, vacation, and sick leave discharged by an employee. As the pass-through entity of USDOT Metropolitan Planning Funds, RIDOT is the monitoring agency for the Division of Statewide Planning's Indirect Cost Allocation Plan.

Methodology

Each year, in close cooperation with the Rhode Island Department of Transportation and the Rhode Island Public Transit Agency, the staff of the MPO (the Division of Statewide Planning) prepares a Unified Planning Work Program (UPWP). The UPWP provides an overview of the MPO Program, a report of accomplishments in the previous fiscal year, a series of priority work products presented by task, and a summary of the financial resources that will be utilized to implement the UPWP. This UPWP is approved by the State Planning Council and submitted to FHWA and FTA for review and approval.

The methodology used in the Financial Resources Section of the UPWP is outlined below. Please also refer to the following tables for more information.

Budget amounts are calculated by utilizing three worksheet tables, one that calculates hours per person, one that calculates dollars per person, and one that summarizes and allocates the dollars by program area and by funding source.

Appendix C: Indirect Cost Allocation Plan

Person Hours Table

The first table, labeled Person Hours, calculates every budgeted hour for each individual staff member in the Division of Statewide Planning (the Division), broken out by program area number. Every individual on this table, with the exception of Central Business Office staff member Defazio, has a total of 1,820 hours which is the sum of 35 hours worked per week multiplied by 52 weeks in the year.

PERSON HOURS TABLE																								
	Total	Task 1	Task 2	Task 3	Task 4	Task 5	Task 6	Task 7	Task 8	Task 9	Task 10	Task 10.1	Task 10.2	Task 11	Task 12	Task 13	Task 14	Task 15	Task 16	Task 17	Task 18	Task 19	ICAP	
		Program Management	Professional Development	Transportation Op/Mgt.	TIP	Regional Trans. Plan. Coord.	Transit Planning	Freight Planning	Economic Development	Climate Change Resiliency	Long Range Planning	Long Range Transp. Plan	Bicycle Master Plan	Consultancy Review	Technical Assistance	Data Mgt. and Coordination	Data Development & Analysis	Public Information	Performance Management	Energy Facility Siting Board	Special Projects & Activities	Water Res. Board Support	Paid Leave	
Parag Agrawal	1820	200	35		100	150	120			170	180	100	150	50	50				35			200		280
Cathy Pitassi	1820	1505	35																					280
Jared L. Rhodes	1820	280	35		260						105	150	70	70	245	105				70	150			280
Roberta Groch	1820	250	35						750			35				145	45	45	35		200			280
Paul Diguseppe	1820	250	35		296	189	160					296	251				63							280
Nancy Hess	1820	155	35			100	405					135			125	320	35	150	20	20		40		280
Caroline Wells	1820	21	35						105	254			645	70	100	210					100			280
Paul Gonsalves	1820	21	35	200		150			185	110	200			200	310	35		20	34		40			280
Tom Defazio	270	270																						
Vacant Planner	1820	21	35	200	160	200	200		434	70		100	50		70									280
Linsey Callaghan	1820	70	35	339	439	125	275	50				100					107							280
Lindsey Langenburg	1820	21	35		100		375		340	200		217	217					35						280
Ben Jacobs	1820	21	35		200			100			200		100	100			700	84						280
Heidi Cho	1820	21	35		200		200		200		84	200	600											280
Michael Moan	1820	21	35	414	30	200	210	150						105		100	205							350
Mike D'allesandro	1820	21	35		502		180		440			180	157					25						280
Kevin Nelson	1820	140	35	104		50			21		140			700	210					70				350
Caitlin Greeley	1820	21	35	100		100			400	309	100			300	140						35			280
Benny Bergantino	1820	20	35	150		150			210					800	70				35	50	20			280
Vincent Flood	1820	140	35						320							439	440	120	21		25			280
Kirsten Bryan	1820	50	35						700							35	574	125	21					280
Kim Gelfuso	1820	121	35		64													1200				100		300
Christina Delage	1820	100	50			294										152	888	35	21					280
Paul Capotosto	1820	1145	35		150												105					105		280
TOTAL HOURS	42,130	4,885	820	1,507	2,795	1,414	2,125	300	4,275	1,428	944	2,058	1,565	2,625	1,435	941	3,277	1,779	202	195	755	205	6,600	

Person Dollars Table

The second table, named Person Dollars, calculates every budgeted dollar for each individual staff person in the Division, broken out by program area number. The program area dollars are calculated by multiplying each individual's hours from the Person Hours table for a particular task by said individual's budgeted salary & fringe rate (Column Y on the Person Dollars tab).

For example, Mike Moan has 30 person hours (Column G, Row 15) budgeted to Program Area Number 4 – Transportation Improvement Plan. The 21 hours is then multiplied by the Salary & Fringe Rate from the Person Dollars table (Column Z, Row 15) resulting in a charge for Mike Moan to work on Program Area 4 for 30 hours in the amount of \$2,214.

This calculation process is performed for each individual for every program area number. The dollar total by program area number is calculated on the bottom of the Person Dollars table. Those totals are then carried over to the Summary table.

Appendix C: Indirect Cost Allocation Plan

Person Dollars Table

PERSON DOLLARS TABLE																									
	Program Management	Professional Development	Transportation Ops/Mgr	TIP	Regional Trans- Pmgr. Coord.	Transit Planning	Freight Planning	Economic Development	Climate Change Resiliency	Long Range Planning	Long Range Transp. Plan	Bicycle Master Plan	Consistency Review	Technical Assistance	Data Mgt. and Coordination	Data Development & Analysis	Public Information	Performance Management	Energy Facility Siting Board	Special Projects & Activities	WRB Support	Paid Leave	Salary and Fringe Rate		
FY 2018 TIME DISTRIBUTION (DOLLARS)																									
	Total	Task 1	Task 2	Task 3	Task 4	Task 5	Task 6	Task 7	Task 8	Task 9	Task 10	Task 10.1	Task 10.2	Task 11	Task 12	Task 13	Task 14	Task 15	Task 16	Task 17	Task 18	Task 19	ICAP		
Parag Agrawal	188,634	20,729	3,628		10,365	15,547	12,437		17,620	18,656	10,365	15,547	5,182	5,182				3,628			20,729		29,021	103.65	
Cathy Pitassi	90,676	74,982	1,744																					13,950	49.82
Jared L. Rhodes	138,205	21,262	2,658		19,744					7,973	11,391	5,316	5,316	18,605	7,973					5,316	11,391		21,262	75.94	
Roberta Groch	146,566	20,133	2,819					60,398		2,819						11,677	3,624	3,624	2,819			16,106	22,549	80.53	
Paul Digioseppe	146,566	20,133	2,819		23,837	15,220	12,885					23,837	20,213				5,073						22,549	80.53	
Nancy Hess	119,046	10,139	2,289		6,541	26,491				8,830				8,176	20,931	2,289	9,812	1,308	1,308		2,616		18,315	65.41	
Caroline Wells	107,509	1,240	2,067					6,202	15,004		38,101	4,135	5,907	12,405							5,907		16,540	59.07	
Paul Gonsalves	106,656	1,231	2,051	11,720		8,790			10,841	6,446	11,720			11,720	18,167	2,051		1,172	1,992		2,344		16,409	58.60	
Tom Defazio	19,154	19,154																						70.89	
Vacant Planner	107,509	1,240	2,067	11,814	9,451	11,814	11,814		25,637	4,135		5,907	2,954		4,135								16,540	59.07	
Linsey Callaghan	121,460	4,672	2,336	22,624	29,297	8,342	18,352	3,337				6,674					7,141						18,686	66.74	
Lindsey Langenburg	107,507	1,240	2,067		5,907		22,151		20,084	11,814		12,818	12,818					2,067					16,540	59.07	
Ben Jacobs	106,659	1,231	2,051		11,721			5,860		11,721		5,860	5,860				41,023	4,923					16,409	58.60	
Heidi Cho	107,509	1,240	2,067		11,814		11,814			4,962	11,814	35,443											16,540	59.07	
Michael Moan	134,289	1,549	2,582	30,547	2,214	14,757	15,495	11,068						7,747		7,379	15,126						25,825	73.79	
Mike D'Allesandro	107,509	1,240	2,067		29,654		10,633		25,991			10,633	9,274					1,477					16,540	59.07	
Kevin Nelson	129,901	9,992	2,498	7,423		3,569		1,499		9,992				49,962	14,989					4,996			24,981	71.37	
Caitlin Greeley	100,914	1,164	1,941	5,545		5,545		22,179	17,133	5,545			16,634	7,763						1,941			15,525	55.45	
Benny Bergantino	106,576	1,171	2,050	8,784		8,784			12,297				46,846	4,099			2,050	2,928	1,171				16,396	58.56	
Vincent Flood	131,786	10,137	2,534					23,171							31,788	31,860	8,689	1,521		1,810			20,275	72.41	
Kirsten Bryan	98,517	2,707	1,895					37,891							1,895	31,071	6,766	1,137					15,156	54.13	
Kim Gelfuso	87,069	5,789	1,674		3,062												57,408					4,784	14,352	47.84	
Christina Delage	118,300	6,500	3,250		19,110										9,880	57,720	2,275	1,365					18,200	65.00	
Paul Capotosto	111,875	70,383	2,151		9,221											6,454						6,454	17,212	61.47	
TOTAL HOURS	2,740,393	309,260	53,307	98,456	185,395	98,909	142,073	20,265	275,625	92,883	65,623	136,507	101,195	170,780	90,461	66,958	208,904	95,387	13,070	13,424	60,904	11,238	429,770		

Summary Table

The third and final table is the Summary. The total dollars for each program area from the Person Dollars table is carried over and reflected on the Summary table in Column Q. Column P is the percentage of the total personnel dollars by program area of the whole personnel dollar total. This percentage is used to calculate the operating expenses from Column R by multiplying the percentage per program area from Column P by the total amount of operating expenses to get the operating expenses per program area.

- Operating expenses are made up of expenses for staff training, office supplies, computers, computer supplies, mileage, travel expenses for seminars, copy machine maintenance, dues and fees, postage, and printing.

Column S is the total budgeted expense per program area, which adds the personnel expense per program area (Column Q) and the operating expense per program area (Column R). Columns B and C provide the program area numbers and titles. Column E – O include the funding source splits for each program area.

- For example, program area 3 – Transportation Operations and Management has a total budget of \$101,677 from Column S. The approved funding split for this program area number is 20% State dollars, 15% FTA dollars, and 65% FHWA dollars, which are computed by formula within the spreadsheet in cells E7, F7, and G7. Column D totals the three funding source amounts used in the above example, which matches the total budget amount per program area from Column S.

This process is used for all program area numbers from Row 4 through Row 27 for each program area number with the exception of Program Area ICAP – Paid Leave.

- Paid Leave percentage by funding source is computed by taking each funding source total minus paid leave and dividing it by the total of all funding sources minus paid leave. This calculation is done manually and resulting percentages by funding source are then inputted into the spreadsheet and used to calculate the Paid Leave dollars by funding source by multiplying each funding source percentage by the Paid Leave budget total (Column D, Row 28).
- Within 30 days of the close of the State Fiscal Year, the actual paid leave hours discharged by each individual Division employee will be calculated for the previous fiscal year, July 1 - June 30, based on their individual salary and fringe rate.
- The Paid Leave actual totals will be compared to the Paid Leave totals budgeted in the approved Work Program. Any end of year adjustment will be made to reconcile the Paid Leave with the next request for reimbursement submitted to RIDOT.
- Historically, leave time of 8 weeks per employee has been consistent with the actual paid leave dollars spent. With the exception of employees with scheduled extended family leave and employees with very high rates of leave accrual, all employees are budgets 8 weeks of paid leave per year.

Appendix C: Indirect Cost Allocation Plan

Summary Table

SUMMARY TABLE - TOTAL COST BY TASK NUMBER AND FUNDING SOURCE																
B	C	D	E	F	G	I	J	K	L	M	N	O	P	Q	R	S
Task Number	Task Title	TOTAL	RISP	FHWA	FTA	RIDOT	RIPTA	WRB	CDBG	URI	EFSB	OTHER	% of Total	Budget - Personnel	Budget - Operating	Total Budget
1	Program Management	\$ 319,378	\$ 73,457	\$ 191,627	\$ 54,294								11.29%	\$ 309,260	\$ 10,118	\$ 319,378
2	Professional Development	\$ 55,052	\$ 12,662	\$ 33,031	\$ 9,359								1.95%	\$ 53,307	\$ 1,744	\$ 55,051
3	Transportation Operations and Management	\$ 101,677	\$ 20,335	\$ 66,090	\$ 15,252								3.59%	\$ 98,456	\$ 3,221	\$ 101,677
4	Transportation Improvement Program	\$ 191,460	\$ 38,292	\$ 124,449	\$ 28,719								6.77%	\$ 185,395	\$ 6,066	\$ 191,461
5	State and Regional Transportation Planning Coordination	\$ 102,145	\$ 20,429	\$ 66,394	\$ 15,322								3.61%	\$ 98,909	\$ 3,236	\$ 102,145
6	Transit Planning	\$ 146,721	\$ 29,344	\$ 29,344	\$ 88,033								5.18%	\$ 142,073	\$ 4,648	\$ 146,721
7	Freight Planning	\$ 20,928	\$ 4,186	\$ 13,603	\$ 3,139								0.74%	\$ 20,265	\$ 663	\$ 20,928
8	Transportation Planning For Economic Development	\$ 284,643	\$ 85,393	\$ 156,554	\$ 42,696								10.06%	\$ 275,625	\$ 9,018	\$ 284,643
9	Climate Change Resiliency, Adaptation, Mitigation	\$ 95,922	\$ 28,777	\$ 52,757	\$ 14,388								3.39%	\$ 92,883	\$ 3,039	\$ 95,922
10	Long Range Planning	\$ 67,770	\$ 40,662	\$ 20,331	\$ 6,777								2.39%	\$ 65,623	\$ 2,147	\$ 67,770
10.1	Long Range Transportation Plan	\$ 140,974	\$ 28,195	\$ 112,779									4.98%	\$ 136,507	\$ 4,466	\$ 140,973
10.2	Bicycle Mobility Plan	\$ 104,506	\$ 20,901	\$ 83,605									3.69%	\$ 101,195	\$ 3,311	\$ 104,506
11	Consistency Review	\$ 176,368	\$ 128,748	\$ 35,274	\$ 12,346								6.23%	\$ 170,780	\$ 5,588	\$ 176,368
12	Transportation and Land Use Coordination Technical Assistance	\$ 93,421	\$ 21,487	\$ 56,052	\$ 15,882								3.30%	\$ 90,461	\$ 2,960	\$ 93,421
13	Data Management, Coordination and Delivery	\$ 69,149	\$ 13,830	\$ 44,947	\$ 10,372								2.44%	\$ 66,958	\$ 2,191	\$ 69,149
14	Data Development and Analysis	\$ 215,739	\$ 43,148	\$ 140,230	\$ 32,361								7.62%	\$ 208,904	\$ 6,835	\$ 215,739
15	Public Information, Equity, Outreach	\$ 98,508	\$ 39,403	\$ 49,254	\$ 9,851								3.48%	\$ 95,387	\$ 3,121	\$ 98,508
16	Performance Management	\$ 13,498	\$ 2,700	\$ 8,773	\$ 2,025								0.48%	\$ 13,070	\$ 428	\$ 13,498
17	Energy Facility Siting Board	\$ 13,863									\$ 13,863		0.49%	\$ 13,424	\$ 439	\$ 13,863
18	Special Projects and Activities	\$ 62,897	\$ 62,897										2.22%	\$ 60,904	\$ 1,993	\$ 62,897
19	Water Resources Board Support	\$ 11,606						\$ 11,606					0.41%	\$ 11,238	\$ 368	\$ 11,606
ICAP	(Paid Leave - See Appendix D)	\$ 443,831	\$ 142,026	\$ 239,669	\$ 62,136								15.68%	\$ 429,770	\$ 14,061	\$ 443,831
	SUBTOTAL	\$2,830,056	\$856,872	\$1,524,763	\$422,952			\$11,606			\$13,863		100.00%	\$ 2,740,394	\$ 89,659	\$ 2,830,053
Task Number	Contractual and Pass-Through Grants	TOTAL	RISP	FHWA	FTA	RIDOT	RIPTA	WRB	CDBG	URI	EFSB	OTHER				
4.1	TIP Process Database Enhancements (new)	\$ 140,000		\$ 112,000		\$ 28,000										
6.1	Transit Master Plan (new)	\$ 600,000		\$ 94,260	\$ 354,740	\$ 131,000	\$ 20,000									
6.2	Human Services Coordinated Plan Development (continuing)	\$ 150,000		\$ 30,000	\$ 90,000		\$ 30,000									
8.2	Addressing Active Transportation Issues to Stimulate Local Economies (new)	\$ 350,000		\$ 280,000								\$ 70,000				
9.1	Transportation Climate Change and Resiliency Synthesis (new)	\$ 80,000		\$ 64,000		\$ 16,000										
9.2	Assessing Economic Infrastructure Vulnerability to Natural Hazards/Climate Change(new)	\$ 320,000							\$ 320,000							
10.1	Long Range Transportation Plan (continuing)	\$ 485,000		\$ 388,000		\$ 97,000										
10.2	Bicycle Mobility Plan (continuing)	\$ 330,000		\$ 264,000		\$ 66,000										
10.4	Pastore Center Master Plan	\$ 500,000		\$ 100,000								\$ 400,000				
12.1	RI Land Use Training Collaborative (continuing)	\$ 136,037		\$ 91,145	\$ 17,685							\$ 27,207				
13.1	Sustaining and Enhancing Access to RIGIS Geospatial Data (continuing)	\$ 104,379		\$ 67,846	\$ 15,657					\$ 20,876						
13.2	Advanced Continuously Operating Reference Network (new)	\$ 100,000		\$ 80,000		\$ 20,000										
14.1	Travel Demand Model Update and Maintenance (continuing)	\$ 393,033		\$ 255,471	\$ 58,955	\$ 78,607										
14.2	Drones for Project Surveys and Mapping (new)	\$ 22,300		\$ 17,840		\$ 4,460										
	SUBTOTAL	\$ 3,710,749	-	\$ 1,844,562	\$ 537,037	\$ 441,067	\$ 50,000	\$ 11,606	\$ 320,000	\$ 20,876	\$ -	\$ 497,207				
	TOTAL	\$ 6,540,805	\$ 856,872	\$ 3,369,325	\$ 959,989	\$ 441,067	\$ 50,000	\$ 11,606	\$ 320,000	\$ 20,876	\$ 13,863	\$ 497,207				

Note: Continuing items report the balance remaining on existing contracts as of 5/25/17.

Certificate of Cost Allocation Plan

This is to certify that I have reviewed the cost allocation plan submitted herewith and to the best of my knowledge and believe:

1. All costs included in this proposal dated 6/9/17 establish cost allocations or billings for July 1, 2017 – June 30, 2018 are allowable in accordance with the Federal award(s) to which they apply. Unallowable costs have been adjusted for in allocating costs as indicated in the cost allocation plan.
2. All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the Federal awards to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently.

I declare that the foregoing is true and correct.

Governmental Unit: RI Department of Administration - Division of Statewide Planning and State Planning Council / Metropolitan Planning Organization (SPC/MPO)

Signature:  _____

Name of Official: Parag Agrawal, AICP

Title: Associate Director, Division of Statewide Planning and Secretary, SPC/MPO

Date of Execution: June 10, 2017