FY 17 UNIFIED TRANSPORTATION PLANNING WORK PROGRAM

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Rhode Island Department of Administration
Division of Planning
STATEWIDE PLANNING PROGRAM
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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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Preface

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 transportation acts and rules issued by the United States Department of Transportation (U.S. DOT). 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 Program that are not funded with transportation funds.

Organization of this Document

Section I, the Introduction provides an overview of the metropolitan planning area, the organizational structure of the metropolitan planning organization, including committees and staff, and a description of the State Guide Plan, the series of planning documents that outline state policy in a number of areas including transportation, land use, economic development, housing and energy.

Section II, Planning Priorities, states the mission of the organization, overviews the interconnected planning process in Rhode Island, and outlines key areas of emphasis for this work program. It matches tasks outlined in this work program federal key emphasis areas.

Section III, Program Area Descriptions, outlines 20 individual program areas in the work program and provides an objective for each area. Each program area is shown as a task with more specific functions outlined within that task. Specific projects are underlined within each task and noted with a project number. More detail on specific projects is provided in Section IV.

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

Section V outlines the resources available to the MPO to accomplish the tasks outlined in this work program. It also includes an outline of the hours dedicated to each program area by employee and the total funding amount dedicated to each program area by funding source. There are also several appendices which include the RIDOT Work Plan, the RIPTA Work Plan, the

Prior Year Performance Reporting, the Indirect Cost Allocation Plan, and the required Self Certifications.

Unified Planning Work Program Development Process

This UPWP is intended to illustrate how the efforts of the MPO's staff come together 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 DOT 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 17 UPWP began in February with the solicitation of major new projects from internal staff, as well as from RIDOT and RIPTA. Several meetings of the three agencies (DOP, RIDOT, and RIPTA) were held to discuss the projects and ways to better coordinate and fund the work between the agencies. Both FTA and FHWA staff were invited to participate in the project meetings. Several drafts of the UPWP were circulated to FTA and FHWA, the State Planning Council (MPO), the Technical and the Transportation Advisory Committees, for review and comment. Sections I-IV were presented for review and comments in April and May, and Section V was presented in May. A complete final draft was presented for the MOP's approval in June. 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. Finally, the MPO approved UPWP was submitted to FTA and FHWA for review and approval.

I. Introduction

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 1,045 square miles and a population of approximately 1,056,298 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. As of July 2013, the State is an attainment area for all National Ambient Air Quality Standards. The area is fully incorporated and is comprised of 39 individual municipalities. There is no formal county government structure.

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 Rhode Island General Law (RIGL) titled Statewide Planning Program was amended to designate the State Planning Council as the State's single, statewide MPO. The Statewide Planning Program, described in detail below, serves as staff to the State Planning Council. The membership of the State Planning Council (SPC) is also articulated in RIGL 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 Executive Director of the Economic Development Corporation;
17. The Commissioner of the Rhode Island Office of Energy Resources;
18. The Chief Executive Officer of the Rhode Island Public Transit Authority; and
19. The Executive Director of Rhode Island Housing; and
20. The Executive Director of the Coastal Resources Management Council.

The SPC also has three permanent advisory committees, which include:

1. The Technical Committee advises the Statewide Planning Program staff, 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 Statewide Planning serves as Secretary. The Committee is intended to ensure representation of diverse interests and views in the Statewide Planning Program's activities.
2. 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.
3. 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.

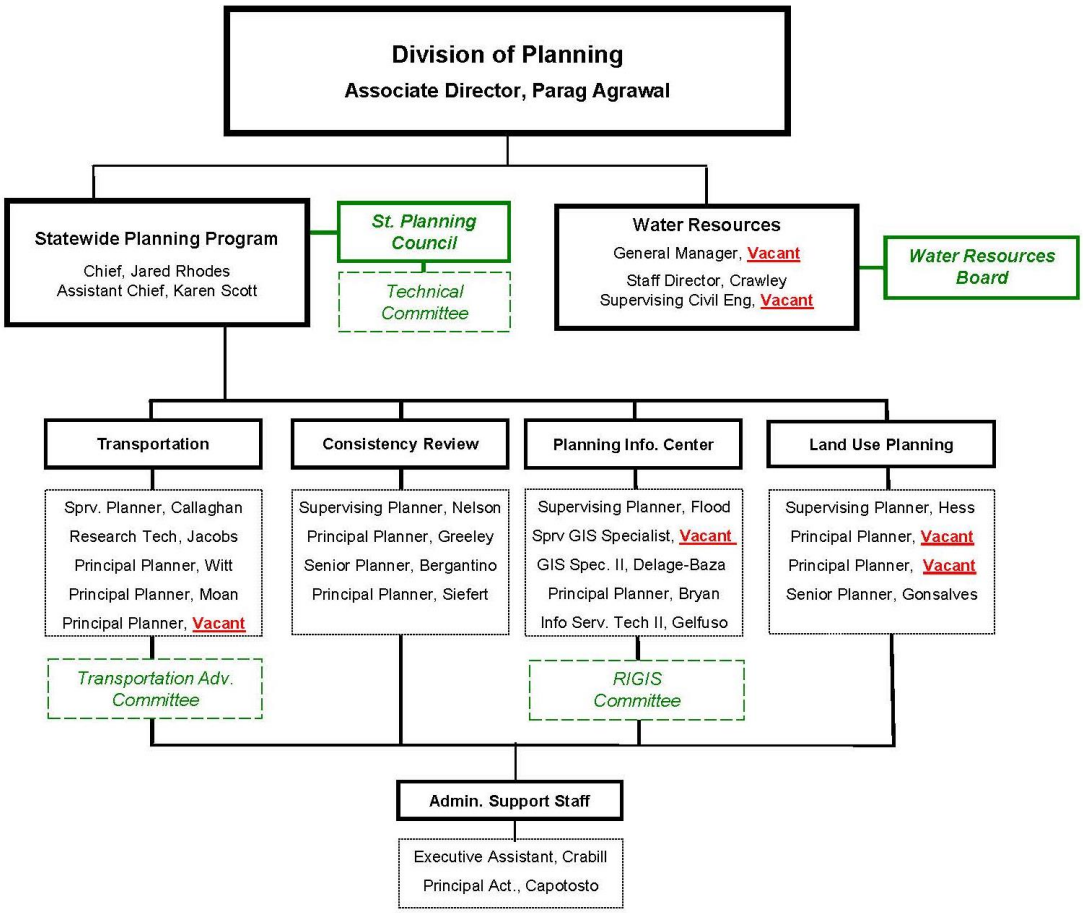
The Statewide Planning Program (SPP) serves as the principal staff of the SPC. It is one of two programs within the Rhode Island Department of Administration's Division of Planning. The other program is the Water Resources Board. The SPP prepares and maintains the State Guide Plan which consists of a 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 Statewide Planning Program currently consists of 18 full time staff that specialize in transportation, land use, natural resources, comprehensive planning, GIS, data analysis and other related topics. See Figure 1 for an Organizational Chart. The Statewide Planning Program also closely collaborates with several other agencies in fulfilling its duties, particularly those related to transportation planning. These agencies include:

1. 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 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, as the conduit for the metropolitan planning funds the

State receives from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA).

2. RIPTA – The MPO works cooperatively with RIPTA, the only provider of public bus transit in the State. RIPTA is responsible for the capital and service bus transit needs for the State. RIPTA identifies bus transit projects for inclusion in the TIP. RIPTA serves on the State Planning Council and the Transportation Advisory Committee.
3. 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, when necessary, for transportation plans and projects. RIDEM serves on the State Planning Council and the Transportation Advisory Committee.
4. Municipalities – The MPO area is comprised of 39 cities and towns, who are key partners in the statewide planning process. These municipalities serve on the State Planning Council, its subcommittees 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, Organizational Chart (April 26, 2016)



Guiding Planning 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, proposals requesting federal funds, 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.

Rhode Island Gen. Law **§ 45-22.2,** 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 25 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.

Resources Management in the Reuse of Surplus Navy Lands (1979) – Element 112 - Establishes procedures and criteria for reviewing proposals for the reuse of former Navy lands at Quonset Point, Davisville, and Melville.

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) – Element 140 - 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) - Element 131- This is the plan guided the management and development of the Blackstone River Valley National Heritage Corridor.

Housing
Rhode Island Five Year Strategic Housing Plan (2006) – Element 423 - Quantifies housing needs, identifies implementation strategies to address these needs.

State Housing Plan (March 2000) – Element 421- Establishes housing goals and policies, analyzes major housing problems in Rhode Island and makes recommendations for action.

General
Goals and Policies (1974) – Element 110 – List of goals and policies for the physical, economic, and social development of Rhode Island.

Howard Center Master Plan (1994) - Element 912 - Summarizes the major issues, goals and objectives, and recommendations for the management and future development of the Howard (now Pastore) Center.

Land Use
Land Use 2025: Rhode Island's State Land Use Policies and Plan (2006) – Element 121 -Sets forth a statewide land use policy with a 20-year time horizon. It covers general land and economic development, housing, energy, transportation, conservation, recreation, and open space.

Natural Resources
Forest Resources Management Plan (2005) – Element 161- Establishes a vision, goals, and 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.

Rivers Policy and Classification Plan (2004) – Element 162 - Sets forth policies on river-related issues such as land use, nonpoint source pollution, and preservation of natural habitat with the intent to protect water resources and rivers, encourage recreational use of rivers, foster the creation of greenways, and provide for the clean-up of rivers.

Urban and Community Forestry Plan (1999) – Element 156 - Establishes a vision, goal, and policies and recommendations for the management of tree resources within the built environment.

Comprehensive Conservation and Management Plan for Narragansett Bay (1992) – Element 715 - Identifies major issues for the Narragansett Bay Estuary such as sewage, toxic pollutants, and management of living resources. Sets goals and strategies to restore and maintain the Bay's water quality, natural habitats, and recreational values.

Recreation and Open Space

Ocean State Outdoors: Rhode Island's Comprehensive Outdoor Recreation Plan (2009) – Element 152 - 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) – Element 155 - 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 major 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, as amended and the Statewide Resource Recovery System Development Plan.

Transportation

State Airport System Plan (2011) – Element 640 - 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) – Element 611- 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 (2014) - Element 661 - 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.

Policy Statement: Proposals for New or Restructured Public Transit Facilities or Service (1987) – Element 621 - Sets policies and procedures for private-enterprise operation of public transit facilities and services.

Rhode Island Waterborne Passenger Transportation Plan (1998) - Element 651 - 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

Blackstone Region Water Resource Management Plan (1981) - Element 711- Identifies water quality problems and a management program to mitigate problems within the Blackstone River Drainage Basin. Prepared pursuant to Title III, Section 303€ of the Federal Pollution Control Act of 1972.

Rhode Island Water 2030 (2012) – Element 721- 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.

Nonpoint Source Pollution Management Plan (1995) – Element 731 - Sets forth policies and recommendations for nonpoint source pollution, such as on-site sewage disposal systems and runoff. Addresses land use management, restoration of aquatic habitats, coordination of nonpoint source management, and a watershed management process and priority system. Serves to meet the need to address federal funding eligibility requirements for US EPA programs.

II. Planning Priorities

Overview of Interconnected Planning Process in Rhode Island

Section I provides an overview of the planning structure in Rhode Island. It is the intent of this section to illustrate how each of the above elements work together to form a holistic transportation planning process that is unique to 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 DOT 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 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 outlined previously, 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, programing federal and state transportation investments through the TIP process, and establishing this annual unified planning work program. The primary staff of the State Planning Council is the Statewide Planning Program. The Statewide Planning Program is housed within the Department of Administration's Division of Planning. Each member's specific contribution is outlined in Section V of this UPWP.

As outlined in the previous section, the State Guide Plan is a compendium of 25 elements on such topics as land use, transportation, energy, housing, and economic development that centralizes and integrates the long range goals, policies, and implementation actions of the State. The State's Land Use Plan, Land Use 2025, which has been recognized nationally as a model of smart growth for other states, serves as the foundational element of the State Guide Plan.

Rhode Island has a population of just over one million people. Although it has the smallest land area, it's the 2nd most densely populated state in the Nation behind New Jersey. Even with that kind of population density, Rhode Island holds a unique identity with a strong distinction between the historic urban centers and the more rural surrounding areas. Seventy-five percent of the State's population lives within a concentrated urban/suburban corridor, leaving 60% of the State's land area forested. This corridor contains virtually all of the State's public infrastructure, major transportation routes, and institutional and cultural centers. Much of this corridor was developed prior to 1970. However, between 1970 and 1995, Rhode Island developed land at a rate much higher than historic trends. It took over 300 years to develop the first 20% of the

State's land and only 25 more years to develop another 9%. Development increased nearly nine times faster than the population grew as people and businesses moved to the rural and suburban parts of the State, creating sprawl and increasing demand for new and improved infrastructure.

The essential question the State was facing when developing its State Land Use Plan was whether we wanted to continue to sprawl or return to a more efficient pattern of land use that had served the State well for over 300 years. To answer that question, as a part of Land Use 2025, a Geographic Information System based land suitability and capability analysis along with scenario planning exercises were performed for the entire State. The analysis studied areas suitable for conservation and development, based on the location of key natural resources and public water, sewer, and transportation infrastructure. After determining how much land was available for development and analyzing how much of that land can accommodate development and at what level of intensity, four (4) alternative development scenarios were developed. The preferred scenario was a hybrid of the scenarios and focused on promoting a sustainable future by outlining policies to restore and reinforce the tradition of concentrating growth in and around existing development centers. This would allow future Rhode Islanders to live, work and travel in ways that fully utilize public investment in roads, transit, and water and sewer resources, while creating the fewest impacts to critical resources. Out of this scenario based exercise emerged the concept of the urban services boundary (USB) and potential growth centers outside of it, to accommodate the bulk of the State's development and transportation needs through 2025.

Upon completion of Land Use 2025, work immediately began on the State's Long Range Transportation Plan (LRTP), State Guide Plan Element 611. In order to align the vision of this Plan with that expressed in Land Use 2025, the update recognized that the same sustainable land use policies that strive to preserve open space and create dense urban centers are also conducive to more effective and efficient use of public transportation and non-motorized modes, which eases congestion and is less harmful to the environment.

The LRTP incorporates a travel demand model by assigning different percentages of population and employment growth to traffic analysis zones inside and outside the USB. The total numbers remain the same but the distribution changes with each shift in population and employment concentration. This analysis confirmed the conclusions outlined in Land Use 2025, that compact development is more sustainable, resulting in higher transit ridership, lower vehicle miles traveled and improved air quality. Therefore the goals of Transportation 2035 are closely aligned with those of Land Use 2025.

Also as part of Transportation 2035, a system level analysis was undertaken that defined four levels of transportation investments. These included: sink, tread water, swim, and win the race. These funding scenarios were meant to begin a discussion about what would happen to Rhode Island's transportation system under different funding levels. Although Rhode Island's transportation funding levels are not sufficient to meet transportation needs, the State 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;
- Replacement of biennial bond borrowing with an increase in registration and license fees, along with Rhode Island Capital Plan (RICAP) 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; and
- 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.
- 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.

Another advantage that Rhode Island capitalizes on is what we do with the above information. Rhode Island has a 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.

Rhode Island currently struggles to maintain its current system. Rhode Island's population is projected to remain relatively flat through 2040. Therefore, it seems illogical to stretch the transportation system to more areas to serve the same numbers of people. With the tasks outlined in the following section, we hope to increase densities, concentrate development, and bring housing and employment centers closer together so that we can have a better chance of changing our mode share and getting better support for the great bus and rail transit services that exist in the State. From a Statewide perspective, we believe this is a good way to create a sustainable transportation system with resources that are available.

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) 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.

As outlined in the table below, 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. Detailed descriptions of the proposed FY 17 work tasks are found in the following section of this UPWP.

Proposed FY 17 Tasks	MAP -21								FAST ACT	
	1	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**
Task 1 – Program Management							X			
Task 2 – Professional Development							X			
Task 3 – Transportation Safety			X	X	X	X	X	X		
Task 4 – Corridor Planning	X	X		X	X	X	X	X	X	
Task 5 – Transportation Operations and Management	X	X	X	X	X	X	X	X	X	X
Task 6 – Transit Planning	X	X	X	X	X	X	X	X	X	
Task 7 – Transportation Improvement Program	X	X	X	X	X	X	X	X		
Task 8 – Freight Planning	X	X	X	X	X	X	X	X	X	
Task 9 – State and Regional Transportation Planning Coordination				X	X	X	X	X		
Task 10 – Environmental Sustainability	X	X			X	X	X	X	X	X
Task 11 – Long Range Planning	X	X	X	X	X	X	X	X	X	X
Task 12 – Consistency Review	X	X		X	X	X	X	X	X	X
Task 13 – Technical Assistance	X	X		X	X	X	X	X	X	X
Task 14 – Data Management and Coordination		X	X	X	X	X	X	X	X	X
Task 15 – Data Development and Analysis	X	X		X	X	X	X	X	X	X
Task 16 – Data Delivery	X	X		X	X	X	X	X		
Task 17 – Equity and Public Outreach					X	X	X			
Task 18 – Public Information					X	X	X			
Task 19 –Performance Management	X	X	X	X	X	X	X	X	X	X
Task 20 – Other State Initiatives (*100% state funded*)										

Transportation Planning Certification Review – 2014 Recommendations

Every four years, the Federal Highway Administration and the Federal Transit Administration conduct a formal certification review of all transportation management areas (an urbanized area with a population over 200,000). The purpose of this review is to formalize the continuing oversight and day-to-day evaluation of the planning process and ensure that all applicable federal regulations are satisfactorily implemented. It is also a valuable opportunity to exchange ideas for enhancing the planning process and improving the quality of transportation investment decisions.

The most recent certification of the Providence Transportation Management Area took place in 2014. This certification resulted in no corrective actions and several recommendations and commendations. The commendations included:

1. MPO Organizational Structure: The MPO includes a wide variety of stakeholders and interest groups as full voting members on its board.
2. Intermodal Transportation Coordination: Transit signal prioritization efforts have allowed RIPTA to improve service along the R-Line rapid bus route while reducing the number of vehicles needed on the route. This effort represents a best practice for cost-effectively improving transit service, and it is worth investigating whether this model is viable along other transit corridors as well.

3. Livability & Sustainability: As a coastal region facing the impacts of climate change, the MPO is commended for their ongoing climate change resiliency transportation planning activities.

The recommendations and their current status and previous comments include:

1. MPO Organizational Structure: The MPO should maximize transparency by documenting the process by which MPO committee members are selected, and by making this document available on their website. This process is outlined in the State Planning Council Rules and Standards and are available on the Council's webpage.
2. Agreements and Contracts: The MPO should update their MOU to provide more detail and to make it MAP-21 compliant. The MOU should reflect the new cooperative efforts that have been established through staff efforts. See Project 9.1 – Metropolitan Planning Process Tri-Party Agreement.
3. Agreements and Contracts: The MPO should develop a single, detailed MOU detailing the respective roles of RISPP, RIPTA, and RIDOT in the planning process. In particular, this MOU should include a description of the various partners' responsibilities in developing the UPWP. See Project 9.1 – Metropolitan Planning Process Tri-Party Agreement.
4. Unified Planning Work Program: Going forward, the MPO should continue to work with FHWA and FTA to ensure that the UPWP contains sufficient detail and information to allow those agencies to confidently make a determination of project eligibility for planning funding, and to demonstrate that each work item has a clear transportation nexus. In the case of interdisciplinary planning activities with both transportation and non-transportation elements, the UPWP should break down the tasks and expenses to the level of detail necessary to separate eligible activities from ineligible activities. In FY 15, SPP reformatted the UPWP in response to this concern and specific guidance provided by FHWA and FTA. The new format provided an overview of Rhode Island's interconnected planning process and detailed project sheets that highlighted pertinent transportation nexuses. SPP continues ongoing coordination with FHWA and FTA to ensure that the UPWP contains sufficient detail to determine project eligibility. This work program continues to address these concerns.
5. Metropolitan Transportation Plan (MTP): The MPO should perform a full update of the metropolitan transportation plan during its next update cycle, to ensure that the plan reflects any changing demographics and transportation priorities in the region. See Project 11.1 – Long Range Transportation Plan.
6. Financial Planning: The MPO should work with RIDOT to improve planning level cost estimates, especially for large projects, concentrating on keeping them up to date in the MTP and TIP. RIDOT has worked hard to improve the cost estimates used in developing the FY 2017-2025 TIP and will revisit through the proposed annual TIP process.
7. Air Quality Conformity: The MPO should continue preparing for possible revised non-attainment status by maintaining and improving air quality analysis and modeling efforts. The TMA remains in attainment; however the MPO continues to plan for the future. See Project 10.2– Air Quality.
8. TIP Development & Project Selection: The MPO will work internally on the development of an interactive GIS based mapping tool for the FY 2017-2025 STIP.

Statewide Planning staff are working internally to develop online mapping applications for the FY 17-25 TIP. See Task 71. FY 17-25 TIP Development.

9. Public Outreach and Public Involvement: The MPO should review and revise the Public Participation Guide, where appropriate, to reflect the most current information and analysis. It should also reflect practices to facilitate compliance with 23 Code of Federal Regulations (CFR) 450.316 and the SPC's Standards and Rules. See Project 17.1 – Public Participation Plan.
10. Public Outreach and Public Involvement: As the MPO relies heavily on external resources for handling requests for auxiliary aids and services to allow the deaf/ hard-of-hearing, and visually impaired to participate in public forums, the MPO should interview Mr. James Pitassi, the Rhode Island Department of Administration's Point of Contact for ADA Accommodations, to ensure that sufficient services can be made available within three (3) business days. The protocols for procuring those services should also be reviewed. We also recommend that the MPO's Title VI Coordinator speak with the appropriate person managing the State's Master Price Agreement for Language Interpretation/Translation services to validate the three-day lead time for procuring on-site interpreters for public meetings/hearings. The public notices for the State Planning Council, Technical Committee, Transportation Advisory Committee and RIGIS – Executive Committee use uniform language and SPP staff insert lead times in relevant meeting notices.
11. Title VI Civil Rights & Non-Discrimination - Notification to Beneficiaries and Complaint Procedures: Given the broad applicability of Title VI and the related statutes to transportation planning, the MPO should provide a direct link for "Civil Rights" from the MPO's home page (Statewide Planning). The Translation Services contact person information should be moved to the Statewide Planning page. The Policy should be revised to fully comply with 49 CFR 21.9(d), Appendix C to Part 21, and FTA Circular 4702.1B. Specifically, the MPO should give examples of the type of discrimination prohibited by Title VI, as it relates to planning. A statement about how to request additional information should also be provided. Having only a summary of the policy on the MPO's website is acceptable; however, in this case, a link to a more comprehensive policy (or notice to beneficiaries) would be appropriate. Where the protections under the Title VI (race, color, national origin (Including LEP) are stated, the MPO should also recognize the related statutes that prohibit discrimination on the bases of sex, age, and disability. (These additional protections should be distinguished from those afforded under Title VI.). These changes have been incorporated into the Division of Planning website.
12. Title VI Civil Rights & Non-Discrimination - Notification to Beneficiaries and Complaint Procedures: With regard to providing documents in languages other than English, the existing language should be revised for clarity. To ensure compliance with Section 508 of the Rehabilitation Act of 1973, the MPO should make its program documents available in plain text or HTML. These changes have been incorporated into the Division of Planning website.
13. Title VI Civil Rights & Non-Discrimination - Notification to Beneficiaries and Complaint Procedures: The MPO should recognize within its complaint procedures that complaints in languages other than English may be submitted and reasonable accommodations will be provided for impaired individuals. We offer the following

sample language: "Complaints may be accepted in languages other than English. Individuals with physically or sensory impairments requiring assistance in filing a complaint should contact …" These changes have been incorporated into the Division of Planning website.

14. Title VI Civil Rights & Non-Discrimination - Notification to Beneficiaries and Complaint Procedures: The MPO should remove "Religion" and "Familial status" from its form and process, unless covered by a State equivalent statute that prohibits discrimination in public programs. Reference to "retaliation" should also be removed. We also note that the internal version of the Title VI/Nondiscrimination complaint process should be revised to cover complaints on the basis of sex (gender) and age to be consistent with the relevant nondiscrimination statues. Currently, the language in this procedure states, "A written statement of the complaint, including the following details: (b) Basis of complaint (i.e., race, color, national origin or language, disability, religion, familial status, or retaliation). These changes have been incorporated.
15. Title VI Civil Rights & Non-Discrimination - Data Collection and Analysis: The MPO's data collection and analyses should be more consistent in its consideration of all groups protected under Title VI and the related statutes. We encourage the MPO to continue its monitoring of program equity, while using a metric that examines program benefits received by Title VI populations as compared to non-Title VI Populations. As a starting point, the draft FY 2017-2025 TIP identifies all groups protected under Title VI and the related statutes including minority, low income populations, school-aged children, the elderly, disabled, limited English proficiency populations, and carless households, The TIP also compares the transportation investments in those area to other areas of the State that do not contain high concentrations of the special population groups.
16. Title VI Civil Rights & Non-Discrimination - Data Collection and Analysis: Consistent with the recommendations above and to expand the protections afforded under the related nondiscrimination statutes, we note that data collection and analysis should not be limited to "minority and low-income." As indicated above, the related statutes prohibiting discrimination in federally assisted programs provide protections on the basis of disability, age, and sex (gender). As part of the FY 2017-2015 TIP's Equity Benefit Analysis the scope for the data collection and analysis was expanded to include school-aged children, the elderly, disabled, limited English proficiency populations, and carless households, in addition to minority and low income populations.
17. Title VI Civil Rights & Non-Discrimination - Disadvantaged Business Enterprises (DBE): The MPO should review its procedures relative to DBE participation on consultant contracts. Specifically, the MPO should coordinate with Vanessa Crum, RIDOT DBE Liaison Officer, to identify the pertinent Federal-aid civil rights provisions and to establish procedures for determining how and when contract goals will be established. The MPO should also report to RI DOT the total value of its United States Department of Transportation (USDOT) assisted contracts, as well as the value of work assigned to and performed by DBEs as part of these contracts. RIDOT requires these figures in its semi-annual reports submitted to FHWA and FTA, where applicable. A formal contracting document has been created to guide staff in complying with the Title VI and DBE requirements.
18. Integrating Freight in the Transportation Planning Process: The MPO should formalize the current freight working group as a standing State Freight Advisory Committee, and

expand its membership beyond the public sector to incorporate private sector, academia, and appropriate intermodal stakeholders. See Project Sheet 8.1 – Freight and Goods Movement Plan.

19. Integrating Freight in the Transportation Planning Process: The MPO should update its Public Participation Plan to officially incorporate intermodal private sector freight perspectives. A major policy goal of the draft Public Participation Plan is to expand public outreach and consideration to the freight industry.
20. Intermodal Transportation Coordination: RIPTA should work with MBTA to pursue fare integration, so that customers traveling to, from, and within Rhode Island can experience a more seamless multimodal transportation system. See Project Sheet 6.3 – Fare Payment Planning.
21. Environmental Justice and LEP: The analysis and plan should be revised to reflect the above observations. Specifically, the MPO should: 1) Provide more cost analysis and information to justify why key or vital document translations should only be in Spanish, whereas the populations of other LEP language groups exceed 1,000; 2) Identify the specific resources and how those resources will be procured, including any budget identified in the UPWP; and 3) Develop a timeline for completing the steps identified in its four-factor analysis and implementation plan. See Project Sheet 17.2 - Title VI and Limited English Proficiency Plan Implementation and Project Sheet 17.3 – Translation Services.
22. Visualization Techniques: The MPO should continually review and implement improvements to its website to improve transparency and accessibility for members of the public. Transportation documents should be visually engaging, and grouped together in a prominent location. The MPO should look for opportunities to link to websites that may be of interest to its visitors, such as those of the transit operators and jurisdictions. In addition, the MPO should request that transportation providers and decision makers link to its website to increase awareness of the MPO and its role in regional transportation decisions. Finally, the MPO should consider new ways to communicate its committee structures, and processes and how the committee operates. This could include maps illustrating the representatives for various areas and a chart depicting the organizational structure. SPP staff continues to work with the Department of Administration Office of Digital Excellence to redesign and update the website to improve transparency, access to information, and to better address the transportation needs of the State and the public. Staff has reviewed new information technologies available for use. A draft outline for the new site and an examination of the most frequently visited pages on the existing site has been completed.

III. Program Area Descriptions

Whereas Section II of this UPWP depicts how the federal key areas of emphasis relate to the proposed FY 17 work tasks, this section details these tasks by providing an objective for each (*in italics*), a listing of the routine activities that are expected to be carried and by identifying specific projects that will be completed in advancing the identified objective (underlined). 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 Sections 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.

Task 1 – Program Management - *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*

- Financial Management – Maintain orderly and accurate accounting of all finances. This task includes all weekly payroll processing, invoice processing, monthly and quarterly cost accounting and reporting, and indirect cost management.
- UPWP – Preparation and approval of the annual Unified Planning Work Program.
- Reporting and Review – Preparation and submission of quarterly reports to FTA and FHWA. This task will also include preparation and participation in the certification review of the transportation management area when applicable.
- Internal staff coordination – Weekly staff meeting of the Division of Planning. Ordering of supplies, computer equipment, etc.
- Administrative Support to MPO – 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.

Task 1.1 – CDBG Program Support *(100% HUD funded)*

- Community Development Program Support – Assist in the operation of the Community Development Block Grant (CDBG) Program including program reporting mechanisms, review and analysis of annual CDBG applications for State Guide Plan consistency, and administrative support including budgeting, mailings and copying.

Task 1	SPP (23%) $71,550	FHWA (60%) $186,651	FTA (17%) $52,885	Other (0%) $0	Total (100%) $311,086
Task 1.1	$0	$0	$0	$ 11,818 (100%) **OHCD**	$11,818
Total	71,550	186,651	52,885	11,818	**$322,904**

Task 2 – Professional Development - *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.*

- Internal Professional Development – Attendance at training sessions, seminars, conferences, etc. Participation in professional organizations.

Task 2	SPP (23%) $12,064	FHWA (60%) $31,472	FTA (17%) $8,917	Other (0%) $0	Total (100%) **$52,453**

Task 3 – Transportation Safety - *Improve the safety of all transportation modes through education, enforcement, and engineering solutions.*

- Bike and Pedestrian – Continue to coordinate with RIDOT to participate in efforts directed towards increasing the safety of vulnerable users, including the PEDS*RI program, focusing on pedestrian safety at high pedestrian fatal and serious crash locations 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. <u>This will be one of the topics addressed by the update to the Long Range Transportation Plan. (See Project Sheet 11.1.)</u>
- Road Safety Audits – Continue to participate in Road Safety Audits as requested by RIDOT.
- Strategic Highway Safety Plan – Continue to serve on the Advisory Committee working to implement the recommendations of the Strategic Highway Safety Plan.
- Continue to coordinate the non-infrastructure portion of the State's Safe Routes to School Program, which strives to improve the safety of elementary and middle school students walking and bicycling to school, until such time that the program is transitioned to RIDOT.

Task 3	SPP (20%) $1,970	FHWA (65%) $6,403	FTA (15%) $1,478	Other (0%) $0	Total (100%) **$9,851**

Task 4 – Corridor Planning - *Explore innovative approaches to coordinate land use and transportation planning to help communities alleviate congestion and improve the efficiency and safety of the transportation network*

- Multi-modal Planning – 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. These corridor studies are an important component of 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.
    - <u>Innovative Corridor Planning & Capacity Studies</u> (see Project Sheet 4.1)
- Access Management – Improve and promote the implementation of access management at both the state and local level as a means for more coordinated land use and transportation planning.

Task 4	SPP (20%) $1,257	FHWA (65%) $4,084	FTA (15%) $942	Other (0%) $	Total (100%) $6,283
Project 4.1	$0	$120,000 (80%)	$0	$30,000(20%) RIDOT	$150,000
Total	$1,257	$124,084	$942	$30,000	**$156,283**

Task 5 – Transportation Operations and Management - *Improve the performance of the existing transportation system to relieve recurring and non-recurring vehicular congestion and maximize safety and mobility for people and goods through the use of travel demand reduction and operational management strategies.*

- Congestion Management Process – Analyze the multi-modal transportation system using performance measures, define congested corridors, and implement strategies for reducing recurring congestion in defined problem areas.
    - Congestion Management Task Force – Continue to work with RIDOT and other members of the Congestion Management Task Force. (See also Project Sheet 11.1)
    - Bottleneck Reduction Program – Continue to be an active participant in the Bottleneck Reduction Program, which uses the baseline congestion established with the CMP performance measure data, traffic data collection, crash data analysis, and Road Safety Audits to identify the causes of bottlenecks on freeway segments, interchanges, corridors, and signalized intersections in the State. To date, the project has identified 25 bottleneck locations and it has developed specific short, medium and long term countermeasures to resolve them. The countermeasures have been presented to the CMTF and are being implemented.
- System Operations and Management – Use a combination of technology, planning, improved preparedness, and extensive agency coordination to implement strategies for reducing the effects of non-recurring congestion.
    - Incident Management Task Force – Continue to participate in the quarterly meetings of the Incident Management Task Force, which is made up of State agencies, local emergency response agencies, police and fire departments, service providers (such as tow companies), and others, focuses on improved incident management, response, and clearance, improved safety for incident responders and promoting new and innovative technologies.
    - Continue to assist RIDOT with the identification and implementation of its Transportation System Management & Operations (TSM&O) objectives.
- State Employee Commuter Task Force – Collaborate with the Department of Administration's Director's Office to implement policies and programs to reduce single occupancy vehicle trips by State employees.

Task 5	SPP (20%) $5,253	FHWA (65%) $17,073	FTA (15%) $3,940	Other (0%) $0	Total (100%) **$26,266**

Task 6 – Transit Planning - *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 auto dependency.*

- Transit Planning Program Support – Continue to provide technical advice and assistance to RIDOT and RIPTA with public transit planning efforts. This includes identifying, assessing, and enhancing transit access, connectivity, and mobility.
    - Transit Planning Assistance (see Project Sheet 6.1)
    - Transit Signal Priority Policy Development (see Project Sheet 6.2)
    - Fare Payment Planning (see Project Sheet 6.3)
    - Transit/Highway Design (see Project Sheet 6.4)
    - Commuter Services Planning Study (see Project Sheet 6.5)
    - Quonset Transit Plan (see Project Sheet 6.6)
    - Green Fleet Transition Plan (see Project sheet 6.7)
    - Human Services Coordinated Plan Development (see Project sheet 6.8)
    - Downtown Providence Enhanced Transit Corridor - Provide technical assistance to RIPTA and the City of Providence in advancing the Downtown Enhanced Transit Corridor.
    - Accessible Transportation Advisory Committee – Continue to provide support to the ATAC.
    - National Transit Database (NTD) Assistance – Continue to provide support to RIDOT for information required to fulfill reporting requirements.
    - Support and participate in efforts to construct a new, modern Intermodal Center at Providence Station.

Task 6	SPP (20%) $3,803	FHWA (65%) $12,360	FTA (15%) $2,852	Other (0%) $	Total (100%) $19,015
Project 6.1	$0	$0	$200,000 (80%)	$50,000 (20%) RIDOT	$250,000
Project 6.2	$0	$9,911(5%)	$148,665(75%)	$39,644(20%) RIPTA	$198,220
Project 6.3	$0	$436(2%)	$24,399(41%)	$34,108(57%)	$58,943
Project 6.4	$0	$20,000(20%)	$60,000(60%)	$10,000 (10%) RIDOT $10,000 (10%) RIPTA	$100,000
Project 6.5	$0	$120,000(40%)	$120,000(40%)	$30,000(10%) RIDOT $30,000(10%) RIPTA	$300,000
Project 6.6	$0	$0	$60,000(80%)	$15,000(20%) RIPTA	$75,000
Project 6.7	$0	$0	$108,000(80%)	$27,000(20%) RIPTA	$135,000
Project 6.8	$0	$0	$60,000(80%)	$15,000(20%)	$75,000
Total	$3,803	$162,707	$783,916	$260,752	**$1,211,178**

Task 7 – Transportation Improvement Program - *Ensure that financial planning for transportation responds to current needs, reflects available resources, and meets all federal and state mandates.*

- Transportation Improvement Program – In close cooperation with RIDOT and RIPTA, oversee the annual State Transportation Improvement Program (STIP) process for Rhode Island, including the identification and selection of transportation projects that address the needs of the state and advance the goals of Transportation 2035, document modifications and amendments to the Program, and provide information related to the Program to stakeholders and the public.
    - SPC TIP Rule Revision (see Project Sheet 7.1)

Task 7	SPP (20%) $19,082	FHWA (65%) $62,018	FTA (15%) $14,312	Other (0%) $0	Total (100%) **$95,412**

Task 8 – Freight Planning - *Support a vigorous economy by facilitating the multi-modal movement of freight within Rhode Island and the northeast region.*

- Freight and Goods Movement Plan - Formalize the membership of the Freight Advisory Committee and convene regular meetings of the Committee. (see Project Sheet 8.1)

Task 8	SPP (20%) $4,282	FHWA (65%) $13,917	FTA (15%) $3,212	Other (0%) $0	Total (100%) $21,411
Project 8.1	$0	$244,605(80%)	$0	$55,000(20%) RIDOT	$299,605
Total	$4,282	$258,522	$3,212	$55,000	**$321,016**

Task 9 – State and Regional Transportation Planning Coordination - *Continue to partner with state and regional agencies on such issues as coordinated regional planning, transportation finance reform, and MAP-21 implementation.*

- Metropolitan Planning Process Tri-Party Agreement - (see Project Sheet 9.1)
- Continue to meet regularly with RIDOT and RIPTA to monitor and plan for federal planning requirements as they are released by USDOT.
- Transportation Research – Continue to work with RIDOT on implementation of Strategic Highway Research Program II products. Continue to participate in the selection of projects for the University of Rhode Island Transportation Center/RIDOT Joint Research Program.
- Regional transportation planning initiatives - Continue to partner with regional planning agencies, adjacent Metropolitan Planning Organizations, and larger regional organizations, such as the I-95 Corridor Coalition, on mutually beneficial projects.
    - Regional Metropolitan Planning Organization Cooperation (see Project Sheet 9.2)
- Federal Lands – Participate and support the Federal Lands Access Program's Rhode Island Program Decisions Committee regarding planning for transportation facilities located on or adjacent to, or that provide access to federal land in the State of Rhode Island.

Task 9	SPP (20%) $3,129	FHWA (65%) $10,170	FTA (15%) $2,347	Other (0%) $0	Total (100%) **$15,646**

Task 10 – Environmental Sustainability - *Cooperate with State Agencies, municipalities and other interested stakeholders to maintain healthy ecological systems, water quality and supply, and air quality, explore alternative energy sources, plan for climate change impacts and protect agricultural and open space resources.*

- Climate Change – Continue to work on projects that will focus resources and attention on developing policies for adapting to predicted climate change impacts.
    - Continue to participate in Governor's Executive Climate Change Council.
    - Continue to participate in the development of the Shoreline Change Special Area Management Plan.
- Energy – Continue to work collaboratively to reduce greenhouse gas emissions and meet the State's future energy production and consumption needs by identifying key issues and setting forth policies and actions to address them.
    - Greenhouse Gas Reduction Plan (see Project Sheet 10.1)
- Air Quality – Improve air quality in the State through coordination of policies among RIPTA, RIDOT, RIDEM and the MPO and demonstration of transportation conformity of the long range transportation plan and the TIP, when applicable.
    - Zero Emission Vehicles (ZEV) ordinance (see Project Sheet 10.3)
    - Continue to work with RIDEM in the update of the State Implementation Plan and the transition to MOVES Air Quality Model.
    - Air Quality Working Group – Convene the Air Quality Working Group, comprised of representatives from the RI Department of Environmental Management, the RI Association of Railroad Passengers, the RI Statewide Planning Program, FHWA, the American Lung Association of RI, the RI Department of Transportation, the Rhode Island Sierra Club, USEPA, RIPTA, the RI Department of Health, FTA, and public members as necessary.
        - Air Quality (see Project Sheet 10.2)
- Open Space and Recreation Planning – Work with partners to maintain a State Recreational Trails Plan, which is part of State Guide Plan Element 152, Ocean State Outdoors, Rhode Island State Comprehensive Outdoor Recreation Plan, consistent with the FHWA's National Recreational Trails Program.

Task 10	SPP (30%) $22,583	FHWA (55%) $41,401	FTA (15%) $11,291	Other (0%) $	Total (100%) $75,275
Project 10.1	$0	$75,000(25%)	$0	$75,000(25%) RIDOT $150,000(50%) RIDEM	$300,000
Project 10.2	$0	$20,000(80%)	$0	$5,000(20%)	$25,000
Total	$22,583	$136,401	$11,291	$230,000	**$400,275**

Task 11 – Long Range Planning - *Guide development patterns in the state to create a resilient network of concentrated healthy population centers with access to affordable housing, economic opportunity, a good educational system and convenient transit, connected by infrastructure corridors framed by an extensive greenspace network.*

- State Guide Plan – Maintain, implement, and update the State Guide Plan, which is an important tool of the State in that it sets long-range policy (generally 20 years), provides a means to evaluate and coordinate projects or proposals of state importance, sets standards for local comprehensive plans, and serves as a general background information source on various topics.
    - Long Range Transportation Plan – (see Project Sheet 11.1)

- Water Quality Management Plan (see Project Sheet 11.2)
- State Guide Plan Modernization (see Project Sheet 11.3)
- State Recreation, Conservation and Open Space Plan (SCORP) – Cooperate with the Department of Environmental Management (DEM) and National Park Service to develop a work program to update *Ocean State Outdoors*, RI's State Comprehensive Outdoor Recreation Plan, SGP 152, to maintain State eligibility for federal Land and Water Conservation Funds.
- State Housing Plan – Following adoption of a new Five Year Strategic Housing Plan by the Housing Resources Commission, coordinate with the Office of Housing and Community Development to initiate review and potential approval of the document as an update to the State Guide Plan.

Task 11	SPP (60%) $22,626	FHWA (30%) $11,313	FTA (10%) $3,771	Other (0%) $0	Total (100%) $37,710
Project 11.1	$172,152(3.9%)	$1,619,181(65%)	$273,657(15%)	$301,057(16.1%) RIDOT	$2,366,047
Total	$194,778	$1,630,494	$277,428	$301,057	**$2,403,757**

Task 12 – Consistency Review - *Ensure intergovernmental coordination on transportation, land use, housing, economic development, etc. and guide state, local and other agency actions to implement the State Guide Plan.*

- Local Comprehensive Plan Review –Local comprehensive plans are reviewed for consistency with the SGP including its five transportation based elements, and when approved, become binding on State agencies by requiring conformance of their programs and projects to the comprehensive plan. Reviews are conducted as needed.
- Intergovernmental Review – 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. Reviews are conducted as needed.
- Rhode Island Commerce Corporation Project Review – Coordinate the review of projects proposed or funded by the Rhode Island Commerce Corporation or its subsidiaries to determine conformity with the SGP including its five transportation based elements. Reviews are conducted as needed.
    - Participate in the update of the Quonset Business Park Master Land Use and Development Plan by the Quonset Development Corporation. The Master Plan covers Land Use, Transportation, and Infrastructure for the 3,160 acre Quonset Business Park and its intermodal Davisville shipping port.
- Comprehensive Economic Development Strategy (CEDS) Administration – As directed by the U.S. Economic Development Administration (EDA) review proposed requests for funding for consistency with the State's CEDS (as found in *Rhode Island Rising*) and other elements of the SGP as applicable. Reviews are conducted as needed.
- Water Supply Planning – Continue to review Water Supply System Management Plans (WSSMPs) and drinking water infrastructure applications as mandated by R.I. General Law and for consistency with the SGP including Land Use 2025 and Transportation 2035. Reviews are conducted as needed.

- State Property Review – Coordinate with the RIDOT Land Sales Committee on transactions affecting state owned/managed properties for consistency with the SGP emphasizing the five transportation based elements. Reviews are conducted as needed.

Task 12.1 – Energy Facility Siting Board Consistency Reviews *(100% applicant funded)*

- Energy Facility Siting Board – Coordinate the review of applications for energy facilities, including power plants, substations, power lines, storage and transport facilities, and other structures subject to Board review, for consistency with the SGP as required by R.I. General Law. Reviews are conducted as needed.

Task 12	SPP (73%) $167,149	FHWA (20%) $45,794	FTA (7%) $16,028	Other (0%) $0	Total (100%) $228,971
Task 12.1				$36,884(100%) EFSB	$36,884
Total	$167,149	$45,794	$16,028	$36,884	**$265,885**

Task 13 – Technical Assistance - *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.*

- Technical Assistance to State Agencies, Municipalities, and Other Organizations – Provide training, information, technical assistance, and where possible, financial assistance to State agencies, local officials, and other interested parties on issues affecting transportation and land use planning, including but not limited to, planning for transit orientated development (TOD), Transportation Improvement Districts (TID) and growth centers. 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.
    - Rhode Island Land Use Training Collaborative (see Project Sheet 13.1)
    - Housing Program Support - Work with Rhode Island Housing, the Office of Housing and Community Development, the Housing Resources Commission, and other partners in providing technical assistance to communities in support of implementation of local comprehensive plans consistent with the State Guide Plan.
    - Planning Challenge Grants (see Project Sheet 13.2)
    - Support to State Agencies and Other Organizations– Continue to fulfill State mandates and serve in an advisory capacity on the following Boards and Commissions - Rhode Island Historic Preservation and Heritage Commission, Water Resources Board, Rhode Island Rivers Council, Agricultural Lands Preservation Commission, State Conservation Commission, Rhode Island Resource Conservation and Development Council, Rhode Island New Urban Farmers Board, Natural Heritage Preservation Commission, Rhode Island Trails Advisory Committee, Recreation Resources Review Committee, Renewable Energy Coordinating Board, Green Cities and Towns Program, Public Energy Partnership, the Green Building Council and the Office of Energy Resources Municipal Energy Working Group.

- Support to Municipal Governments – Provide technical assistance in the development of comprehensive plans, provide guidance on State statues relating to planning and land use, and answer various planning, land use, and other topical questions as requested.

- Aviation System Planning – Provide technical assistance and support RIAC's airport master planning processes as they arise to ensure coordination of the State's airports and surface transportation networks.
- Legislation and Case Law - Monitor federal and state legislation and court decisions for content pertaining to transportation and land use planning. Advise the MPO, Administration and other stakeholders of the ramifications of proposed legislation and recent court decisions on the State's transportation and land use planning system.

Task 13	SPP (23%) $22,549	FHWA (60%) $58,823	FTA (17%) $16,666	Other (0%) $0	Total (100%) $98,038
Project 13.1	$0	$91,000(67%)	$19,000(13%)	$25,500(20%) GSRI	$135,500
Project 13.2	$0	$202,000(80%)	$0(0%)	$50,500(20%) (Municipalities)	$252,500
Total	$22,549	$351,823	$35,666	$76,000	**$486,038**

Task 14 – Data Management and Coordination - *Improve the management and coordination of spatial and demographic data to support transportation and other planning activities, municipalities, and state agencies.*

- Demographic Data – Coordinate with State agencies, municipalities and others on the integration, and sharing of data.
- State Data Center – Continue to serve as the State Data Center, making Census data available locally to the public through creating visualizations for our website and a network of other partners in state agencies, universities, libraries, and regional and local governments. Compile the following required data sets annually and other duties as required:
    - Vital Statistics Report – Quarter 2
    - Boundary and Annexation Survey – Quarter 3
    - State Data Center Report – Quarter 4
    - Group Quarters Survey – Quarter 1, 4
- Rhode Island Geographic Information System (RIGIS) **–** Monitor, coordinate, and provide leadership for activities related to 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.
    - Enterprise GIS – 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.
    - Continue to 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 in the coordinated development, and use of GIS data and continue to maintain a map of local GIS capacity.

Task 14	SPP (20%) $23,198	FHWA (65%) $75,395	FTA (15%) $17,399	Other (0%) $0	Total (100%) **$115,992**

Task 15 – Data Development and Analysis - *Provide original data analysis on pertinent topics, provide custom demographic, social, economic, transportation and housing analysis, as requested. Create, maintain, and incorporate data sets important to the State.*

- Travel Demand Model – Maintain the Travel Demand Model in support of a wide variety of planning activities including accurate socioeconomic, land use and travel forecasting. (see Project Sheet 15.1)
- Land Use/Land Cover Analysis (see Project Sheet 15.2)
- Vehicle Probe Project Software Suite/INRIX Data (see Project Sheet 15.3)
- Demographic Data – Continue to develop transportation, land use, population, employment and housing data analysis, visualizations of the data, and share with federal, state, regional and local agencies.
- Demographic & Travel Trends for Transportation Planning (see Project 15.4)
- Migration Technical Paper (Project 15.5)
- Publish Census data informational bulletins bi-monthly - The bulletins explore data from the U.S. decennial Census, American Community Survey estimates or other sources on a particular theme. The Bulletins include basic findings about Rhode Island and its cities and towns, suggest the utility of particular datasets to planners, and provide further resources for exploration.
- RIGIS – Develop, maintain, and incorporate new datasets into the RIGIS database.
- Highway Functional Classification System – Continue to maintain the Highway Functional Classification, a system of highway designations by area type and facility type.
- In collaboration with the Rhode Island Department of Transportation (RIDOT), develop a GIS web based application for the Transportation Improvement Program (TIP). This tool will allow the user, including the public, to identify project locations and limits based on the underlying GIS data and show the project in the context of the needs of the entire Rhode Island transportation system. The web application will enable a more transparent process for identifying the state's transportation investments.

Task 15	SPP (20%) $53,140	FHWA (65%) $172,704	FTA (15%) $39,855	Other (0%) $0	Total (100%) $265,699
Project 15.1	$0	$325,084(67%)	$63,076(13%)	$97,040(20%) RIDOT	$485,200
Project 15.3	$0	$105,245(40%)	$0	$157,868(60%) RIDOT	$263,113
Total	$53,140	$603,033	$102,931	254,908	**$1,014,012**

Task 16 – Data Delivery - *Improve the availability, accessibility, and dissemination of spatial and demographic data to State and local governments and data users within the State.*

- State Data Center – Disseminate information about Census Bureau trainings, webinars, and various topical publications prepared by its Data Users Branch. Assist state and local government entities, community agencies, business enterprises, educational institutions, and

the general public in accessing, understanding and analyzing pertinent Census products. Provide custom demographic, social, economic and housing tabulations, as requested.
    - Publish Annual ACS Estimates on Program's website – Quarter 4
- RIGIS – Support the maintenance and enhancement of the RIGIS database and ensure the availability of the data to the public.
    - Sustaining and Enhancing Access to the RIGIS Geospatial Database (see Project Sheet 16.1).
    - RIGIS Database Audit (see Project Sheet 16.2)

Task 16	SPP (20%) $6,330	FHWA (65%) $20,572	FTA (15%) $4,747	Other (0%) $0	Total (100%) $31,649
Project 16.1	$0	$80,370(66%)	$16,653(14%)	$23,000(20%) URI-EDC	$120,023
Total	$6,330	$100,942	$21,400	$23,000	**$151,672**

Task 17 – Equity and Public Outreach - *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.*

- Equity in Planning – 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
    - Public Participation Plan (see Project Sheet 17.1)
    - Translation Services (see Project Sheet 17.2)
    - Continue to assist RIDOT and RIPTA in Title VI program monitoring through the provision of mapping and demographic data as needed.
- Implement recommended measures of the Title VI Report of the Rhode Island Metropolitan Planning Organization 2016, and the Limited English Proficiency Plan (LEP) 2015 in compliance with FHWA Civil Rights regulations for sub-recipients of USDOT funding.

Task 17	SPP (20%) $7,341	FHWA (63%) $23,124	FTA (17%) $6,240	Other (0%) $0	Total (100%) $36,705
17.2	$0	$40,000(80%)	$0	$10,000(20%) RIDOT	$50,000
Total	$7,341	$63,124	$6,240	$10,000	**$86,705**

Task 18 – Public Information - *Promote public participation by providing timely and user friendly information to the public.*

- Website – Continue to 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.
- E-Newsletter – Continue to 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

- Archives (including aerial photography) - Manage the State's multi-year inventory of aerial photography, and provide controlled loan access to public and private organizations and individuals to such images for out of house duplication. Maintain the Program's electronic and paper copy archives of publications including responsibility for the upkeep of the Program's library.

Task 18	SPP (40%) $38,905	FHWA (50%) $48,632	FTA (10%) $9,726	Other (0%) $0	Total (100%) **$97,263**

Task 19 –Performance Management - *Develop a collaborative performance management system by establishing performance measures, targets and metrics.*

- Agency Performance – Continue to collect and report performance data to the RI Office of Performance Management to improve transparency and accountability of state government operations.

Task 19	SPP (20%) $4,150	FHWA (65%) $13,486	FTA (15%) $3,112	Other (0%) $0	Total (100%) **$20,746**

Task 20 – Other State Initiatives (*100% stated funded*) **–** *Appropriately respond to internal or legislative requests on topics outside of the Division's traditional transportation focus.*

- State Properties Committee
- Capital Asset Management and Maintenance – Cranston Street Armory Reuse Support
- Rhode Island Resource Recovery Corporation Board participation
- Resilient Rhode Island Website (see Project Sheet 20.1,)
- DOA- Core Business Procedures - Performance Measures
- Continue to assist DEM and CRMC with the promulgation of wetland buffer regulations to comply with legislative mandates relative to wetlands.
- Assist the Water Resources Board in accounting of finances. (Task 20.2)

Task 20	SPP (100%) $112,335	FHWA (0%) $0	FTA (0%) $0	Other (0%) $0	Total (100%) $112,335
Task 20.2	$0	$0	$0	$17,409(100%) WRB	$17,409
Total	$112,335			$17,409	**$129,744**

IV. Project Descriptions

This section provides detailed descriptions for each of the projects identified above in Section III. Each project sheet or description includes the project title, associated program area/task, identifies the project manager and supporting staff, provides a project overview, lays out the project management benchmarks by quarter (beginning with July 2016 and ending with June 2017), 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 task from Section III above and include the following.

Task 4 Corridor Planning

Project 4.1 – Innovative Corridor Planning and Capacity Study

Task 6 Transit Planning

Project 6.1 – Transit Planning Assistance
Project 6.2 – Transit Signal Priority Policy Development
Project 6.3 – Fare Payment Planning
Project 6.4 - Transit/Highway Design Guidebook
Project 6.5 – Commuter Services Planning Study
Project 6.6 – Quonset Transit Plan
Project 6.7 - Green Fleet Transition Plan
Project 6.8 - Human Services Coordinated Plan Development

Task 7 Transportation Improvement Program (TIP)

Project 7.1 – SPC TIP Rule Revision

Task 8 Freight Planning

Project 8.1 – Freight and Goods Movement Plan

Task 9 State and Regional Transportation Planning Coordination

Project 9.1 – Metropolitan Planning Process Tri-Party Agreement
Project 9.2 – Regional Metropolitan Planning Organization Cooperation

Task 10 Environmental Sustainability

Project 10.1 - Greenhouse Gas Reduction Plan
Project 10.2 – Air Quality
Project 10.3 - Zero Emission Vehicles (ZEV) Ordinance

Task 11 Long Range Planning

Project 11.1 – Long Range Transportation Plan
Project 11.2 - Water Quality Management Plan
Project 11.3 – State Guide Plan Modernization

Task 13 Technical Assistance

Project 13.1 – Rhode Island Land Use Training Collaborative
Project 13.2 - Planning Challenge Grants

Task 15 Data Development and Analysis

Project 15.1- Travel Demand Model Update and Maintenance
Project 15.2 – Land Use/Land Cover Analysis
Project 15.3 - Vehicle Probe Project Software Suite/INRIX Data
Project 15.4 - Demographic & Travel Trends for Transportation Planning
Project 15.5 – Migration Technical Paper

Task 16 Data Delivery

Project 16.1 – Sustaining and Enhancing Access to the RIGIS Geospatial Database
Project 16.2 – RIGIS Database Audit

Task 17 Equity and Public Outreach

Project 17.1 – Public Participation Plan
Project 17.2 – Translation Services

Task 20 – Other State Initiatives

Project 20.1 – Resilient Rhode Island Website

Project 4.1 Innovative Corridor Planning & Capacity Study

Program Area/Task: Corridor Planning

Project Manager: Julie Oakley, RIDOT

Supporting Staff: Andrew Koziol, Randy Fixman, Thomas Queenan, Steve Devine, RIDOT Engineering Staff, Linsey Callaghan, Chris Witt, Karen Scott

Project Overview
The Rhode Island Department of Transportation (RIDOT) has identified several opportunities statewide to evaluate previously overdesigned, underutilized, or incomplete corridors that would greatly benefit from an innovative corridor planning and highway capacity study to coordinate current and future land use and transportation needs. By examining these corridors with a holistic approach there will be the opportunity to improve congestion, free up land for development, and/or create a multi-modal flow within our highway network.

In addition, RIDOT will be utilizing Strategy H.3.t in Transportation 2035, Rhode Island's current Long Range Transportation Plan and State Guide Plane Element 611, to address current and potential congestion areas within the Interstate System under this effort. RIDOT will be undertaking an overall assessment, including traffic volumes, truck traffic/freight flow, adjacent land uses, ROW width, environmental constraints, mode shift potentials, capacity expansion options, ITS enhancements etc. for all study areas identified. RIDOT has designated the following corridor as a priority project for FY 2017 – 2018:

- Henderson Bridge to Route 44, East Providence

FY 17 Tasks by Quarter

Quarter 1
- Finalize SOW and RFP for on-call consultant

Quarter 2
- Advertise RFP and receive consultant proposals

Quarter 3
- Award contract to consultant
- Meet with local planning staff to finalize project approach and study area
- Contact municipal leadership as needed to create buy-in for the project

Quarter 4
- Hold project kick-off meeting
- Begin development of the Corridor Planning and Highway Capacity Study

FY 18 Tasks by Quarter

Quarter 1

- Continue development of the Corridor Planning and Highway Capacity Study

Quarter 2

- Continue development of the Corridor Planning and Highway Capacity Study

Quarter 3

- Continue development of the Corridor Planning and Highway Capacity Study

Quarter 4

- Complete final draft of the Corridor Planning and Highway Capacity Study

Products

- Corridor Planning and Highway Capacity Study.

Project Cost (outside of staff time): $150,000 ($120,000 FHWA, $30,000 RIDOT)

Project 6.1 Transit Planning Assistance

Program Area/Task: Transit Planning

Project Manager: RIDOT Intermodal Planning: Andy Koziol

Supporting Staff: RIDOT Intermodal Planning: Steve Devine, Statewide Planning: Linsey Callahan, Michael Moan, Karen Scott, Chris Witt, RIPTA Planning: Amy Pettine

Project Overview
This is a continuing project from the FY 2016 UPWP. Through this multi-year effort, the Rhode Island Department of Transportation (RIDOT) has initiated three primary rail planning tasks. Task 1 is developing a high-level investigation of extending the Northeast Corridor third track south from Wickford Junction to Kingston Station. Project deliverables for this task will ultimately include multiple track layout options with cost estimates. Task 2 will produce ridership counts at the three MBTA-served stations in Rhode Island. Also, a passenger survey is being conducted to learn things such as origin/destination, intermodal connections used, and other demographic information. Task 3 is an ongoing effort to prepare an FTA-approved Title VI Plan.

FY 17 Tasks by Quarter:

Quarter 1
- Conduct quarterly weekday count at 3 MBTA-served stations

Quarter 2
- Conduct quarterly weekday count at 3 MBTA-served stations
- Conduct biannual weekend count at Providence Station
- Finalize draft Task 1 Third Track report

Quarter 3
- Conduct quarterly weekday count at 3 MBTA-served stations
- Prepare revised FTA Title VI Plan for FTA review

Quarter 4
- Conduct quarterly weekday count at 3 MBTA-served stations
- Conduct biannual weekend count at Providence Station
- Prepare final FTA Title VI Plan

Products
- Third track feasibility report
- RI commuter rail station observation count report for 3 MBTA-served stations and Providence Station
- Draft FTA Title VI Report

Project Cost (outside of staff time): $250,000 ($200,000 FTA, $50,000 RIDOT)

Project 6.2 Transit Signal Priority Policy (TSP) Development

Program Area/Task: Transit Planning

Project Manager: RIPTA: Amy Pettine & Greg Nordine

Supporting Staff: RIDOT: Bob Rocchio, Statewide Planning: Linsey Callaghan, Chris Witt

Project Overview:
With RIPTA's recent investments in TSP, we need to build upon this initial effort to evaluate its impact, review policies and determine future investment. TSP includes a maintenance cost, so it is prudent to install TSP at locations where the impact will warrant the increased maintenance cost to RIPTA. TSP also allows RIPTA to operate more efficiently as it reduces dwell time at intersections and allows buses to move more quickly down congested corridors. By increasing efficiency, RIPTA is able to provide a greater level of service with the same level of operating dollars.

RIPTA will hire a consultant to analyze traffic signals throughout the state and RIPTA bus service to develop a plan for the further development and implementation of TSP beyond the initial R-Line project. The consultant will also review the RIDOT traffic program to determine possible cost-effective strategies for future TSP investment.

This consultant will weigh the costs of implementation with the effectiveness of a TSP network across the state so that RIPTA and RIDOT can optimize its return on investment. The consultant will also review the process by which RIPTA, RIDOT and municipalities worked together on TSP to identify a program of work moving forward, including review of policies and agreements. This project began in FY15.

FY 17 tasks by quarter:

Quarter 1

- Develop recommendations based on study

Products

- Traffic Signal Priority Study

Project Cost (outside of staff time): $198,200 ($9,911 FHWA, $148,66 5 FTA, $39,644 RIPTA)

Project 6.3 Fare Payment Planning

Program Area/Task: Transit Planning

Project Manager: RIPTA Planning: Amy Pettine

Supporting Staff: RIPTA Planning: Kevin Perry, RIDOT Intermodal Planning: Steve Devine, Statewide Planning: Linsey Callaghan, Chris Witt

Project Overview:
This project is an expansion of the FY 2014 fare payment planning project. The purpose of the project is to:

- Maximize fare revenue while maintaining ridership.
- Advance the goal of cashless payment by researching options such as smart cards and proof-of-payment.
- Grow ridership while meeting or exceeding the established fare standard
- Develop an implementation plan to enable the State to adopt its future fare media and fare policies so customers can experience a more seamless multimodal transportation system.

RIPTA and RIDOT will work with a consultant and the MBTA to review current fare media costs, develop baseline ridership, develop fare elasticities, recommend standard bulk pricing, recommend new or alternative fare products, review fare integration across services and agencies, and create policies for transfers and fare integration. This project began in FY 15.

FY 17 tasks by quarter:

Quarter 1

- Facilitate adoption of a fare policy plan
- Develop an implementation plan for introducing a new fare payment plan

Quarters 2, 3, & 4:

- No activities.

Products

- Memos and reports as needed
- Cost analysis of current fare payment systems
- Elasticity figures for each rider segment
- Recommended price points for bulk contracts
- Recommended fare media options
- Implementation plan

Project Cost (outside of staff time): $58,943 ($436 FHWA $24,399 FTA, $34,108 RIPTA)

Project 6.4 Transit/Highway Design Guidebook

Program Area/Task: Transit Planning

Project Manager: RIPTA Planning: Amy Pettine

Supporting Staff: RIDOT Planning: Steve Devine, Andy Koziol, RIDOT Engineering: Bob Smith, Staff, Statewide Planning: Linsey Callahan, Michael Moan, Karen Scott, Chris Witt

Project Overview
To develop a user-friendly design guidebook to assist highway engineers and planners on the specific physical needs solutions for transit (i.e. bus stops improvements bus lanes, traffic signals as part complete streets analysis on roadway projects. RIPTA's expanding bus network has fostered a close working relationship with RIDOT on a case-by-case basis. The intent of this guidebook is to establish a more permanent and sustainable consideration of bus transit as part of infrastructure design. This project began in FY 15.

FY 17 tasks by quarter:

Quarter 1

- Draft Guidebook

Quarter 2

- Coordination & Revisions
- Final Guidebook

Quarters 3 & 4

- No activities

Products
- Scoping Document
- Draft Guidebook
- Final Guidebook

Project Cost (outside of staff time): Total - $100,000 ($20,000 FHWA $60,000 FTA $10,000 RIDOT and $10,000 RIPTA)

Project 6.5 Commuter Services Planning Study

Program Area/Task: Transit Planning

Project Manager: RIPTA: Amy Pettine, RIDOT: Dave Martone

Supporting Staff: RIDOT: Andy Koziol, RIPTA: Greg Nordin, Statewide Planning: Linsey Callaghan, Chris Witt, Michael Moan, Karen Scott

Since the original development of Rhode Island's earliest Park and Ride lots, the state has experienced significant changes in population, land use, and transportation. The transportation network now includes five active train stations. RIPTA's commuter bus routes now include a "Downcity Loop" that directly connects RIPTA commuter express routes with major employment centers throughout downtown Providence.

This project will seek to evaluate the current Park and Ride lot network and the services that are provided to them. The project will also propose changes that will support better transportation choices for commuters. The resulting commuter bus service and park and ride plan will allow us to prioritize investments at a time when the use of State and Federal Dollars are extremely competitive. This project also aligns with Statewide Planning's goals seeking to link dense, residential areas with viable job opportunities. Baseline assessment will include:

- Evaluation of existing conditions
    - Inventory of each lot (lot location and number of marked parking spaces)
    - Condition assessment (suitable for Asset Management planning)
    - Origin/destination study
    - Ownership, current maintenance responsibility
- Monitoring lots to assess capacity and use, including weekday and weekend use (This shall include counting all vehicles in the lots. This shall be done once a month for weekday day use and once a month for weekend use – no fewer than a combined inspection of two times per month per lot. This will be for the duration of the contract).
- Review of geographic relationship between Park and Ride Lots, RIPTA bus services, the state's five active train stations and employment centers.

Project recommendations will include recommendations for both operational changes and capital investments. The Commuter Service Plan will consider ideas such as:

- Addition, expansion, reduction, or elimination of park and ride lots
- Feasibility of paid park and ride lots upon analysis of RIDOT's annual O&M costs
- Lot amenities (bus shelters, landscaping, etc.).
- Bus on Shoulder Operations
- High Occupancy Vehicle Lanes
- Enhanced transit vehicles with premium features (luggage racks, WiFi, electric outlets)
- New/different transit service
- Streamlined boarding
- Streamlined boarding procedures (on-highway boarding)

- Public/private partnerships in Park and Ride lot operations including potential for commercial activity

The project will align with the Statewide Planning-supported Fare Study, which includes review of providing premium service products to connect commuters with downtown Providence. This planning study will determine the effectiveness of each of these investments by comparing the capital improvement costs with the benefit gained. The consultant will then be responsible for helping to prioritize which investments are worthwhile and should be pursued for implementation.

As a final task, the contractor will be required to facilitate the implementation of these recommendations by providing a clear plan identifying the required steps to enable the proposed changes, including identification of ownership and maintenance responsibility for each lot. In cases where identified lots are privately owned, leasing terms will be clearly identified.

FY 17 tasks by quarter:

Quarter 1
- None

Quarter 2
- Develop and advertise

RFP

Quarter 3
- Obtain and evaluate consultant proposals

Quarter 4
- Award contract to selected consultant
- Existing conditions analysis to include lot inventory, ownership/maintenance responsibility, lot condition, vehicle counts, transit connections, relationship to population and job concentrations, etc.

FY 18 tasks by quarter:

Quarters 1
- None

Quarter 2
- Development of draft recommendations to include potential for addition of new lots and their locations, expansion/reduction of lot sizes, the removal of some lots (selling the lots and/or cancelling bus service to the lots), parking fare analysis, lot amenities (bus shelters, landscaping, etc.).

Quarter 3
- Draft Park and Ride Lot Plan

- Final Park and Ride Lot Plan

Quarter 4

- No Activities

Products

- Comprehensive Commuter Bus Services Plan, including recommendations for Park and Ride investments

Project Cost (outside of staff time): $300,000 ($120,000 FHWA $120,000 FTA $30,000 RIPTA and $30,000 RIDOT)

Project 6.6 – Quonset Transit Plan

Program Area/Task: Transit Planning

Project Manager: RIPTA: Seth Morgan

Supporting Staff: RIDOT: Steve Devine, Statewide Planning: Linsey Callaghan, Chris Witt, Michael Moan, Karen Scott

Project Overview
Quonset Business Park is a large, growing business park that is not currently supported by RIPTA transit service. Because of its location approximately 20 miles south of downtown Providence and operational hours that are not reflective of traditional business hours, RIPTA has struggled to provide cost-effective and sufficient service levels for Quonset's potential ridership. With the *Quonset Transit Plan*, RIPTA will gather data about the travel patterns of employees within the park. This will involve close cooperation with Quonset tenants in collecting this data. Data points of particular relevance include:

- Origin location for Quonset workers
- Shift times and days for Quonset workers
- Propensity for transit use based on demographic factors

This project will have three explicit goals:

- Create a transit market report
- Create a demand and cost-constrained service plan
- Form contractual relationships with businesses within the Quonset Business Park to incentivize ridership of any newly developed services.

This plan will be developed in collaboration with the Quonset Development Corporation and their tenants to ensure that it meets the long-term goals of the park, while also ensuring that any transit service is well-integrated with other transit services. Furthermore, RIPTA will use this study as leverage to increase employer participation in RIPTA's corporate bus pass program (Ecopass) as well as develop other possible partnerships.

FY 17 tasks by quarter

Quarter 1

- Conduct Data Collection and Analysis

Quarter 2

- Final market analysis and service plan

Quarters 3 & 4

- No activities

Products

- Quonset Transit Market and Service Plan

Project Cost (outside of staff time): $75,000 ($60,000 FTA $15,000 RIPTA)

Project 6.7 – Green Fleet Transition Plan

Project Title: Green Fleet Transition Plan

Project Manager: RIPTA: Lillian Shuey Picchione, Federal Programs, Joseph Monti, Asst. Superintendent- Maintenance

Supporting Staff: RIPTA: Sarah Ingle, Statewide Planning: Linsey Callaghan, Chris Witt, Michael Moan

Project Overview
In 2014, the Rhode Island legislature adopted the Resilient Rhode Island Act, which established goals to reduce greenhouse gas emissions to 10% below 1990 levels by 2020, 45% below 1990 levels by 2035, and 80% below 1990 levels by 2050. Transportation is of the largest sectors which contributes to greenhouse gases in the state. These GHG reduction goals, workplace and community health benefits associated with improved air quality, the potential for long-term cost savings, and the availability of federal funding for green fleet procurement combine to make planning for the transition to a green fleet of interest to the Authority.

RIPTA has experience with green technology. From 1999-2014 RIPTA operated a total of 25 CNG powered vehicles, but had difficulty justifying the operating cost of fueling and facilities on this small scale. The agency has had greater success with 63 hybrid-electric Gillig buses (including 10 styled as trolleys) purchased in 2010. However, these vehicles come at a $200,000 premium and require a costly mid-life overhaul; additional hybrid vehicles must be balanced against the cost of using the limited funds to increase overall fleet size. Expert advice will help sift through competing technologies. Battery-operated vehicles produce zero tailpipe emissions but must be considered against certain limits: the distance they operate per charge; the cost of charging infrastructure; the cost and emissions related to powering the charging stations. New hybrid powertrains have technological advances. CNG may become more cost-effective with different fueling infrastructure. Propane, bio-diesel, and improvements to diesel technology should also be weighed. A qualified consultant might suggest additional emerging trends.

RIPTA wishes to contribute to the State's efforts to limit emissions within the context of limited resources and the specific constraints of our location and facilities. We propose to engage a consultant to ensure we are making informed and well-researched investments in alternative energy. RIPTA's Board of Directors can then set a clear policy goal towards the best green technology investments, allowing the agency to pursue appropriate grant opportunities rather than chasing whatever technology is most popular. This project builds on the Green Fleet Transition project prioritized in the TAC Subcommittee on Transit. The project includes 1) expanding the RIPTA fleet by 45 green vehicles to meet unmet peak period demand and 2) transitioning the RIPTA fleet to alternative fueled energy. It also will help form purchase decisions for vehicles associated with the Providence Downtown Circulator.

Tasks divided by Quarter

FY 17

Quarter 1
- Project kickoff (specification developed FY 2016)

Quarter 2
- Coordinate program, conduct analysis

Quarter 3
- Recommendation, policy development

Quarter 4
- RIPTA board policy approval

Products
- Project meetings
- White paper, including annotated list of viable technologies
- Recommendation of preferred vehicle technology and ROI
- Transition plan

Project Cost (outside of staff time) $135,000 ($108,000 FTA $27,000 RIPTA)

Project 6.8 – Human Services Coordinated Plan

Project Title: Human Services Coordinated Plan

Project Manager: RIPTA: Sarah Ingle

Supporting Staff: RIPTA: Amy Pettine, Greg Nordin, Statewide Planning: Linsey Callaghan, Chris Witt, Michael Moan

Project Overview:
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.

Tasks divided by Quarter (can go into next FY if necessary)

FY 17

Quarter 1
- Project kickoff meeting (consultant will be contracted in FY16)

Quarter 2
- Coordinate planning process/develop plan

Quarter 3
- Project closeout

Products
- Coordinated Plan document

Project Cost (outside of staff time): $75,000 ($60,000 FTA $15,000 RIPTA)

Project 7.1 SPC TIP Rule Revision

Project Title: Transportation Improvement Program – State Planning Council Rules of Procedure Revisions

Project Manager: Karen Scott

Supporting Staff: Kevin Nelson, Chris Witt, Parag Agrawal, Jared Rhodes

Project Overview
In order to shift the State's Transportation Improvement Program (TIP) from an update schedule of every four years to an annual update, the State Planning Council's Rules of Procedure need to be revisited to accommodate a more compressed and streamlined TIP process including the solicitation, public hearing and notice, and adoption requirements.

FY 17 Tasks divided by Quarter

Quarter 1
- Review current State Planning Council (SPC) Rules of Procedure
- Identify opportunities in SPC Rules to accommodate an annual update to the TIP
- Draft revisions to the SPC Rules
  - Distribute draft SPC Rules to the TAC and SPC
  - Incorporate feedback from the TAC and SPC into final draft SPC Rules.

Quarter 2
- Distribute and present final draft SPC Rules to TAC and SPC and request to hold a public hearing.
- Conduct public hearing and public comment period on draft SPC Rules in accordance with RI Administrative Procedures Act provisions.
- Develop public hearing and comment period report summarizing all public comments and draft recommended responses to comments where appropriate.
- Present report to SPC for feedback and revised final draft of SPC Rules reflecting recommendations for response to public comments. Request adoption of proposed revisions to Rules.
- Finalize adopted SPC Rules and post adopted Rules with Secretary of State.
- Post updated SPC Rules to Website.

Products
- Updated State Planning Council Rules of Procedure as related to the TIP.
- Updated Website.

Project Cost (outside of staff time): None

Project 8.1 Freight and Goods Movement Plan

Program Area/Task: Freight Planning

Project Manager: Chris Witt

Supporting Staff: Linsey Callaghan, Parag Agrawal, Jared Rhodes, Karen Scott

Project Overview
The Statewide Planning Program will continue work from FY 2016 with the Freight Advisory Committee and other stakeholders to finalize the Statewide Freight and Goods Movement Plan, which will include a set of recommendations in an implementation plan that will enhance the movement of freight in and through Rhode Island. The completed plan will meet the FAST-Act requirements for state freight plans. This project was initiated in FY 14. Statewide Planning in collaboration with RIDOT will continue to organize quarterly meetings of the Freight Advisory Committee and report on the performance measures described in the plan. Statewide Planning will also work to expand the statewide travel demand model to include a freight component.

FY 17 tasks by quarter:

Quarter 1
- Present the State Freight Plan to the Technical Committee and State Planning Council.
- Conduct necessary public hearings and comment period.
- Compile public hearing and comment report.
- Present report to State Planning Council and recommended revisions responding to comments to final Plan for approval.
- Complete final plan and post to website.
- Notify municipalities of adopted plan.
- Collect necessary data to report on freight performance measures
- Continue regular meetings of the Freight Advisory Committee.

Quarter 2
- Report on state freight plan performance measures.
- Formalize the membership of the Freight Advisory Committee through appointment by the SPC in accordance with SPC Rules.
- Continue regular meetings of the Freight Advisory Committee.

Quarters 3 & 4
- Continue regular meetings of the Freight Advisory Committee.

Products
- Statewide Freight and Goods Movement Plan

Project Cost (outside of staff time): $299,605 ($244,605 FHWA $55,000 RIDOT)

Project 9.1 Metropolitan Planning Process Tri-Party Agreement

Program Area/Task: Regional Transportation Planning Coordination

Project Manager: Karen Scott

Supporting Staff: Linsey Callaghan, Chris Witt, Jared Rhodes

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. This project began in FY 15.

FY 17 tasks by quarter:

Quarter 1
- 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 (outside of staff time): None

Project 9.2 Regional Metropolitan Planning Organization Cooperation

Program Area/Task: Regional Transportation Planning Coordination

Project Manager: Karen Scott

Supporting Staff: Linsey Callaghan, Chris Witt, Chris, Jared Rhodes

Project Overview
Update MOUs with Southeastern Regional Planning and Economic Development District and the Central Massachusetts Regional Planning Commission and execute MOU with Southeastern Connecticut Council of Governments.

FY 17 tasks by quarter:

Quarter 1
- None

Quarter 2
- Update MOU with Southeastern Regional Planning and Economic Development District

Quarter 3
- Update MOU with Central Massachusetts Regional Planning Commission

Quarter 4
- Execute MOU with Southeastern Connecticut Council of Governments

Products
- 3 MOU's for regional cooperation with neighboring MPOs.

Project Cost (outside of staff time): None

Project 10.1 Rhode Island Greenhouse Gas Reduction Plan

Program Area/Task: Environmental Sustainability

Project Manager: Office of Energy Resources: Danny Musher

Supporting Staff: Office of Energy Resources: Liz Stone, RIDOT; Meredith Brady, RIDEM: Doug McVay, Frank Stevenson, Statewide Planning: Linsey Callaghan, Ben Jacobs, Caitlin Greeley, Chris Witt, Jared Rhodes, Parag Agrawal RIPTA: Amy Pettine.

Project Overview
Resilient Rhode Island Act of 2014 was enacted by the General Assembly in June 2014 and included the following mandate:

No later than December 31, 2016, submit to the governor and general assembly a plan that includes strategies, programs and actions to meet targets for greenhouse gas emissions reductions as follows:

i. Ten percent (10%) below 1990 levels by 2020;
ii. Forty-five percent (45%) below 1990 levels by 2035;
iii. Eighty percent (80%) below 1990 levels by 2050;
iv. The plan shall also include procedures and metrics for periodic measurement, not less frequently than once every five (5) years, of progress necessary to meet these targets and for evaluating the possibility of meeting higher targets through cost-effective measures.

There are three areas which can provide emissions reductions or alternate power sources that should be considered as Rhode Island moves forward with the plan: Electricity, Thermal, and Transportation. Transportation emissions account for 28% of all greenhouse gas emissions nationally, and a larger share in the northeast. FHWA has indicated that greenhouse gas emissions can be considered going forward with planning efforts, such as the Long Range Transportation Plan and the TIP/STIP.

The steering committee to develop the plan, a committee composed of staff from the Executive Climate Change Coordinating Council (EC4), has determined that consultant assistance will be needed to complete the plan by December 31, 2016, and also to thoroughly analyze all options.

FY 17 tasks by quarter:

Quarter 1

- Provide support to consultant as necessary.
- Continue meetings as working group to direct progress of consultant.
- Assist in holding remaining stakeholder group meetings and synthesize comments into the consultant's deliverables.
- Review initial draft of GHG Plan, provide additional direction to consultant.

Quarter 2

- Provide support to consultant as necessary.
- Assist in holding public hearings on the draft GHG Plan.
- Present draft of GHG Plan to EC4

Quarters 3 & 4

- No activities

Products

- Rhode Island Greenhouse Gas Reduction Plan

Project Cost (outside of staff time): $300,000 ($75,000 FHWA $75,000 RIDOT and $150,000 RIDEM)

Project 10.2 Air Quality

Program Area/Task: Data Development and Analysis

Project Manager: Karen Scott

Supporting Staff: Linsey Callaghan, Benjamin Jacobs, Chris Witt

Project Overview
Continue to carry out compliance with the Clean Air Act Amendments of 1990 (CAAA) through the U.S. Environmental Protection Agency's (EPA) Air Quality Conformity Regulations. As of July 2013, the State was designated an attainment area for all National Ambient Air Quality Standards. The MPO will still however continue to closely collaborate 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, when necessary, for transportation plans and projects. RIDEM has overall responsibility for compliance with the Clean Air Act, including the development and adoption of a State Implementation Plan (SIP) to reduce pollutant levels in the air. The MPO will continue efforts with RIDEM in the update of the SIP when necessary, the transition to MOVES Model, as well as, demonstration of transportation conformity of the long range transportation plan and TIP if necessary should the state be designated as a nonattainment area. Continue to convene the Air Quality Working Group as necessary.

FY 17 tasks by quarter

Quarter 1
- Work with selected consultant to provide technical assistance

Quarter 2
- To-be-determined and based on provider selected

Quarter 3
- To-be-determined and based on provider selected

Quarter 4
- To-be-determined and based on provider selected

Products
- Master Price Agreement or Maintenance Contract for Air Quality Conformity

Project Cost (outside of staff time): $25,000 ($20,000 FHWA $5,000 RIDOT)

Project 10.3 Zero Emission Vehicles (ZEV)

Program Area/Task: Environmental Sustainability

Project Manager: Linsey Callaghan

Supporting Staff: Benjamin Jacobs, Chris Witt

Project Overview
As part of the state's commitment to the Regional Greenhouse Gas Initiative, staff will support the efforts of the Office of Energy Resources' Zero Emission Vehicles (ZEV) Working Group. Statewide Planning will lead the effort to draft a model ZEV municipal parking ordinance and charging station accommodations to encourage ZEV use in Rhode Island. As part of this effort, staff will review the needs of ZEVs, review current parking policies, and draft a model ordinance for municipalities to accommodate ZEV use. Best practices for the enforcement of ZEV priority parking spaces and charging stations will also be recommended.

FY 17 tasks by quarter

Quarter 1
- Seek comments from stakeholders and ZEV Working Group on draft model municipal ZEV parking and charging station ordinance
- Present final model municipal ZEV parking and charging station ordinance to ZEV Working Group
- Publish final model municipal ZEV parking and charging station ordinance on website
- Notify municipalities about model municipal ZEV parking and charging station ordinance

Quarters 2, 3, and 4
- No Activity

Products
- Model municipal ZEV parking and charging station ordinance

Project Cost: (outside of staff time): None

Project 11.1 Long Range Transportation Plan (LRTP)

Program Area/Task: Long Range Planning

Project Manager: Karen Scott

Supporting Staff: Statewide Planning Program Staff: Parag Agrawal, Benny Bergantino, Linsey Callaghan, Paul Gonsalves, Caitlyn Greeley, Nancy Hess, Kevin Nelson, Jared Rhodes, Karen Scott, Chelsea Siefert, Chris Witt, Benjamin Jacobs, Michael Moan, RIDOT and RIPTA:

Project Overview

The Statewide Planning Program will lead the development of a comprehensive update to State Guide Plan Element 611, *Transportation 2035*, the State's Long Range Transportation Plan (LRTP). The current LRTP was adopted in August 2008 and amended in December of 2012 and satisfies the federal regulations related to a long range statewide transportation plan and a metropolitan transportation plan. Federal regulations require that a metropolitan transportation plan be updated every five (5) years for air quality attainment areas, which Rhode Island is at this time. A valid LRTP is necessary to adopt a State Transportation Improvement Program (STIP) and to process STIP amendments. In order to maintain compliance with federal regulations and to have the ability to retain and amend a valid STIP, an update to *Transportation 2035* is necessary.

As outlined by FHWA in *Model Long Range Transportation Plans: A Guide for Incorporating Performance-Based Planning* (2014), the LRTP serves many purposes:

- In Rhode Island, it fulfills federal requirements as both the state and metropolitan long range transportation plan.
- It sets the foundation of goals, objectives, performance measures, and targets that support decisions for long-range investments and policies, and guide programming, as well as shorter-range decisions that move toward achievement of the desired system performance outcomes.
- It coordinates with investment plans, related planning documents and processes (e.g., Strategic Highway Safety Plans, State Freight Plans, etc.), and programming documents, including the STIP.

Moving Ahead for Progress in the 21st Century (MAP-21) and Fixing America's Surface Transportation (FAST Act) strengthened the focus of transportation planning on performance. These laws established national goals and calls for MPOs and States to establish targets to move toward those national goals. In support of moving to a more performance based planning process, there are several topics that are statutorily required to be included in the LRTP, which in RI, covers both statewide and metropolitan planning requirements. Major policy and planning issues that must be addressed include:

- Air Quality
- Congestion Management Process
- Transportation Equity
- Financial Planning and Programming

- Performance-Based Planning: Programming Measures and Targets
- Planning Data and Tools: Models, GIS, and Visualization
- Public Involvement
- Safety & Security
- Transportation Asset Management
- Transportation System Management and Operations

States and MPOs are also encouraged to address additional planning and policy issues in the LRTP including:

- Climate Change
- Freight Movement
- Land Use and Transportation
- Planning and Environment Linkages
- Scenario Planning

As a part of the LRTP update, all issues outlined above will be addressed. In addition, this LRTP update will incorporate the development of two (2) long term, strategic investment plans, the results of which will inform the final LRTP document. These two stand-alone plans will include information that is much more detailed than that characteristically found in an LRTP. These plans include:

> Regional Transit Development Plan. This Plan will focus on Rhode Island and its regional commuter-shed, providing a vision and actions toward a fully multimodal (bus, rail, BRT, ferry, bicycle, pedestrian) mobility network including first and last mile connectivity, interconnected hubs, and transit-oriented development. This plan will also identify capital and operational transit projects to be developed within the upcoming 10-year TIP horizon by RIPTA and RIDOT in partnership with local governments, state agencies, neighboring transit providers, private sector partners, and associated stakeholder groups. The plan will include preliminary cost estimates and implementation timelines.
>
> Bicycle Mobility Plan. This Plan will provide a set of policy and infrastructure recommendations, linked to an implementation plan, that advance bicycle mobility and safety in the state. Plan development will include an analysis of bicycle traffic and crash data, existing bicycle policies, and past and proposed bicycle investments in Rhode Island. 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 in Rhode Island, 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 in downtowns 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.

While these types of planning efforts may have historically been completed separately, it is the intent of the LRTP process to take advantage of the economies of scale offered by simultaneously conducting these three separate but related planning exercises, particularly in the areas of public participation and date collection. While maximizing the coordination between these planning efforts, it is anticipated that the Transit Regional Development Plan and Bicycle

Mobility Plan will move at a quicker pace than the comprehensive LRTP development. The system put in place to oversee this larger planning effort will be set up to accommodate the differing paces of progress on the various pieces of this project. The steps outlined below for completing an LRTP update are adapted from FHWA's *Model Long Range Transportation Plans: A Guide for Incorporating Performance-Based Planning* (2014).
Statewide Planning envisions coordination between the three distinct planning efforts at the outset of the project, in the following areas:

1. Public and Stakeholder Participation and Agency Collaboration – Initial outreach to stakeholders to engage in a discussion about transportation system performance – current and future – including the effects of different investment decisions. This public outreach will continue at key points throughout each planning effort in a coordinated way.
2. Baseline Information Collection – All of these planning efforts will need certain baseline information including a description of the current transportation system, existing system performance, anticipated challenges, revenue forecasts, etc.
3. Vision, Goals and Objectives – Each planning effort will need to be rooted in a stakeholder defined vision of what the statewide transportation network should look like as an integrated whole. Goals and objectives can then further identify the desired outcomes.

At this point, the three planning processes will separate but remain under the LRTP framework, with the Regional Transit Development Plan moving ahead at an accelerated pace focusing on transit investments, the Bicycle Mbility Plan moving ahead at an accelerated pace focusing on bicycle investments and the LRTP process focusing on the statutorily required elements outlined previously. The Regional Transit Development Plan and Bicycle Mobility Plan processes will move forward through completion, resulting in two stand-alone strategic planning documents. Key information from those strategic plans will be folded back into the overall LRTP process, which will be progressing through its steps concurrently with the transit and bicycle planning efforts:

1. Establishing Performance Measures and Targets to address national measures as well as state and local measures as desired.
2. Completing a System Performance Report which would analyze the existing performance of the State transportation system (as established above) in relation to the performance measures and targets, established above.
3. Identification of System Needs, Potential Strategies, and Costs, which would discuss approaches used to identify investment needs to meet desired performance outcomes, to identify and screen strategies and projects concepts, and estimate costs.
4. Investment Analysis and Selection, which would discuss scenario analysis, and identify approaches for assessing and selecting investment priorities in the transportation plan based on performance information.
5. Implementation, detailing how the LRTP can be translated into programming decisions in the STIP that reflect priorities identified through the planning process.

To complete this project as outlined above, Statewide Planning anticipates hiring a consultant with expertise in long range transportation planning, transit planning and bicycle planning, with one lead consultant tasked with managing the work products and billing of any sub-consultants. Statewide Planning staff will provide day to day oversight and contract management to the

consultant team selected through the State purchasing process but will establish a staff-level Steering Committee made up of partner agencies to guide the consultant process and conduct detailed reviews of work products.

It is anticipated that these three planning efforts will engage a large cross section of stakeholders at varying levels of involvement – ranging from a high level Advisory Committee meeting quarterly for the project duration to help guide the overall process to staff-level, topic-based working groups meeting frequently for shorter periods of time to develop content related to specific areas of transportation interest. The exact composition of these groups continues to evolve as the discussion with partner agencies continues.

FY 17 Tasks by Quarter

Yet to be finalized

Products

- Updated State Guide Plan Element, *Transportation 2040*, LRTP.
- Regional Transit Development Plan,
- Bicycle Strategic Plan..
- Updated Website.

Project Cost (outside of staff time): $1,875,000 ($73,943 SPP $1,300,000 FHWA $200,000 FTA $301,057 RIDOT)

Project 11.2 Water Quality Management Plan

Program Area/Task: Long Range Planning

Project Manager: Nancy Hess

Supporting Staff: DEM: Sue Kiernan, Ernie Panciera, Coastal Resources Management Council: Jeff Willis, Statewide Planning: Paul Gonsalves, Kim Gelfuso, Parag Agrawal, Jared Rhodes

Project Overview
Continue to oversee and assist the DEM Office of Water Resources and the Coastal Resources Management Council staff, and an existing advisory committee in creating a new Rhode Island Water Quality Management Plan as an Element of the State Guide Plan. Much of the plan's focus will be on strategies for addressing stormwater runoff from our built environment with a particular emphasis on our roadway network and the challenges and opportunities presented in maintaining and improving the associated drainage systems. This plan will also satisfy requirements of the Environmental Protection Agency for watershed planning. It was initiated in FY 14 and will involve consolidating the following Elements of the State Guide Plan:

- Nonpoint Source Pollution Management Plan (1995) – Element 731
- Rivers Policy and Classification Plan (2004) – Element 162
- Comprehensive Conservation and Management Plan for Narragansett Bay (1992) – Element 715
- Blackstone Valley Water Resources Management Plan (1982) Element 711

FY 17 tasks by quarter

Quarter 1

- Develop public hearing/ comment report summarizing all public comments and recommended responses
- Consult with DEM and CRMC staff on comments received through the public review process.
- Present report to SPC for approval and decision
- Finalize approved plan.
- Publish approved plan on the Division of Planning website.
- Notify municipalities of changes to the State Guide Plan

Quarters 2, 3 & 4

- No activities

Products

- Approved State Guide Plan
- Updated webpage

Project Cost (outside of staff time): None

Project 11.3 State Guide Plan Modernization

Program Area/Task: Long Range Planning

Project Manager: Nancy Hess

Supporting Staff: Benny Bergantino, Kim Gelfuso, Paul Gonsalves, Jared Rhodes

Project Overview

The State Guide Plan is intended to provide a degree of continuity and permanent policy direction for the State's future development and conservation efforts. The State Guide Plan (SGP) is not a single document but a collection of plans referred to as "Elements". Currently there are 25 Elements comprising the SGP. These elements provide a means to evaluate and coordinate projects or proposals of state importance, set standards for local comprehensive plans, and serve as a general background information source on various topics; however, several elements have not been updated since the 1990's and two elements date back to the 1970's. Given the age of some of these plans, most of the background information they contain is longer accurate and they do not provide update to date or relevant policy guidance.

The Division of Planning has been working to update, and streamline the SGP for the past several work programs. In 2012, five of the older elements concerning drinking water supply were consolidated into a single element, *RI Water 2030*. In 2014, two elements concerning industrial and economic development were combined into a single element, *RI Rising*. Task 11.2, Water Quality Management Plan of this Work Program will further consolidate four elements addressing water quality into a single element, *Water Quality 2035*. Adoption of *Water Quality 2035*, will reduce the total number of elements to twenty-one. For this task, the State Planning Council will be provided with a memo and a recommendation for rescinding the five obsolete State Guide Plan Elements. These are elements not related to any current work tasks and no longer provide relevant information and/or policy guidance.

Element	Title	Edition
110	Goals and Policies	Nov-74
112	Resources Management in the Reuse of Surplus Navy Lands	Apr-79
621	Policy Statement: Proposals for a New or Restructured Public Transit Facilities or Service	Jan-87
131	Cultural Heritage and Land Management Plan for the Blackstone River Valley National Heritage Corridor	Sep-90
912	Howard Center Master Plan, Phase 1	Oct-94

This will reduce the number of Elements to sixteen and continues the Division's work to simplify the State Guide Plan for users. The last step for this task will be to update the Division webpage appropriately.

FY 17 Tasks divided by Quarter

Quarter 1

- Prepare a memo and recommendations for Technical Committee and State Planning Council
- Request authorization for a public hearing
- Conduct public hearing and public comment period
- Develop public hearing/ comment report summarizing all public comments and recommended responses
- Present report to SPC for approval and decision
- Notify municipalities of changes to the State Guide Plan
- Update Division of Planning website

Quarters 2, 3, and 4

- None

Products

- Updated State Guide Plan
- Updated Website

Project Cost (outside of staff time): None

Project 13.1 Rhode Island Land Use Training Collaborative

Program Area/Task: Technical Assistance

Project Manager: Nancy Hess

Supporting Staff: Grow Smart RI: Annette Bourne, John Flaherty, Scott Millar, Statewide Planning: Chelsey Seifert, Chris Witt

Project Overview
The project is designed to assist with implementation of the State Guide Plan Elements; Land Use 2025 and Transportation 2035 and ensure that the municipal and state governmental boards and commissions, elected municipal officials and professional staff responsible for land use and transportation planning, have the knowledge and skills they need to effectively carry out their responsibilities. The program has 3 components:

1. Development of training and other capacity-building resources on specific strategies related to land use and the establishment of a state and regional transportation system that provides convenient and affordable transportation options, directing growth to well-designed, walkable urban and town centers that facilitate the use of multiple modes of transportation, and sustainable economic development.
2. Delivery of training programs.
3. Management and support for the Land Use Training Collaborative, a cooperative effort by 24 state agencies and private and non-profit entities to determine municipal needs for training, provide affordable training and to evaluate training effectiveness in increasing municipal land use planning capacity.

FY 17 tasks by quarter

Quarter 1
- Develop training program on The Role of Transportation in Building Your Economy.
- Develop training program on Making Your Community Walker and Bicycle Friendly.
- Begin research and development of statewide forum on Coordinating Infrastructure and Transportation Improvements.
- Deliver 1 of 1 training program on municipal transit (developed and delivered once in FY16)
- Deliver 1 of 6 training program on community planning/application review procedures/ special training for Planning Board Chairs.
- 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.
- Develop training program on Local Improvement Districts and Transportation.
- Deliver 1 of 2 training program on Transportation and Employment Centers (developed in FY16).
- Deliver 1 of 2 training program on The Role of Transportation in Building Your Economy.
- On-going implementation of training evaluation plan.

- Prepare calendar-year 2016 evaluation results report.

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 training program on The Role of Transportation in Building Your Economy.
- Deliver 1 of 2 training program on Making Your Community Walker and Bicycle Friendly.
- Deliver 1 of 2 training program on Local Improvement Districts and Transportation.

Quarter 4

- Deliver 5th and 6th of 6 training program on community planning/application review procedures/ special training for Planning Board Chairs.
- On-going implementation of training evaluation plan.
- Deliver 2 of 2 training program on Transportation and Employment Centers (developed in FY16).
- Deliver statewide forum on Coordinating Infrastructure and Transportation Improvements.
- Deliver 2 of 2 training program on Making Your Community Walker and Bicycle Friendly.
- Deliver 2 of 2 training program on Local Improvement Districts and Transportation.

Products

- Outlines and materials for 4 (3 new and 1 existing) training programs.
- Delivery of 13 training programs on:
    a. (1) municipal transit
    b. (6) community planning/application review procedures
    c. (2) transportation and employment centers
    d. (2) role of transportation in building your economy
    e. (2) making your community walker and bicycle friendly
- Statewide Forum: Coordinating Infrastructure and Transportation Improvements
- Report on evaluation results

Project Cost: $87,500 ($56,000 FHWA $14,000 FTA $17,500 GSRI)

Project 13.2 Planning Challenge Grants

Program Area/Task: Technical Assistance

Project Manager: Nancy Hess

Supporting Staff: Chelsea Siefert, Jared Rhodes

Project Overview

In FY12, 15 Planning Challenge Grants were awarded. Of the 15 grantees, 2 will continue work on their grant projects in FY17. Statewide Planning Program staff will continue to monitor progress, review quarterly reporting and reimbursement requests and provide technical assistance to grantees as needed.

2012 continuing Grantees
- Smithfield: $16,159.56 - ongoing
- Warwick: $100,000 - ongoing

FY 17 tasks by quarter

Quarter 1
- Report on grantee progress.

Quarter 2
- Report on grantee progress.

Quarters 3
- Report on grantee progress.

Quarter 4
- Report on grantee progress.

Products: Deliverables outlined in each grantee Cooperative Agreement.

Project Cost (outside of staff time): $262,500 ($202,000 FHWA $50,500 Municipalities)

Project 15.1 Travel Demand Model Update and Maintenance

Program Area/Task: Data Development and Analysis

Project Manager: Linsey Callaghan

Supporting Staff: Benjamin Jacobs, Chris Witt, Karen Scott, Jared Rhodes

Project Overview

In conjunction with hired consultants, 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.

FY 17 tasks by quarter

Quarter 1
- Finalize Technical Paper 157 - Statewide Travel Model Update.
- Present model and updated technical paper to TAC, Technical Committee, State Planning Council.
- Work with newly hired consultant on maintenance and chosen enhancements to the RISM.Work with partner agencies to incorporate data from ridership surveys into the RISM.

Quarter 2
- Update Technical Paper 157 – Statewide Travel Model with information on Truck Model component
- Continue to work with consultant and partner agencies on the RISM.

Quarter 3
- Continue to work with consultant and partner agencies on the RISM.
- Conduct education and outreach sessions for users of RISM data.

Quarter 4
- Continue to work with consultant and partner agencies on the RISM.
- Gather data for regular Model Maintenance Update.

Products
- RISM and associated TransCAD and ESRI GIS data
- Updated Technical Paper 157 - Statewide Travel Model

Project Cost (outside of staff time): $400,000 ($160,000 FHWA $160,000 FTA $80,000 RIDOT)

Project 15.2 Land Use/Land Cover Analysis

Program Area/Task: Data Development and Analysis

Project Manager: Nancy Hess

Supporting Staff: Statewide Planning Staff: Vincent Flood, Jared Rhodes Brown University Earth Science Center: Professor & Student

Project Overview
Understanding land use change is a very important aspect of managing growth and understanding its impacts on the transportation systems in the State. Tracking urbanization and its impacts on existing development, infrastructure, open space, forests, and agricultural lands is a priority issue for the State. This project will use the 2011 and other historical land use/ land cover data to create a time series analysis of land use trends for the time period of 1988 to 2011 through GIS analysis. Another objective is to identify shifts in land use trends occurring since the adoption of *Land Use 2025* and *Transportation 2030* to illustrate impacts of smart growth goals and policies from those plans. The GIS findings will be assessed and published in a summary technical paper and a PowerPoint presentation that will serve as a resource for the future update of *Land Use 2025*. The PowerPoint will be distributed via the Division's website.

FY 17 tasks by quarter:

Quarter 1
- Complete GIS analysis, initiate analysis of preliminary results.

Quarters 2,
- Assemble PowerPoint and metadata for GIS layer files produced.
- Summary technical paper.
- Post PowerPoint to website.

Quarters 3, 4
- None

Products
- PowerPoint Presentation
- RIGIS layer files
- Updated webpage

Project Cost (outside of staff time): None

Project 15.3 Vehicle Probe Project Software Suite/INRIX Data

Program Area/Task: Data Development and Analysis

Project Manager: RIDOT: Lori Fisette

Supporting Staff: RIDOT: Mike Wreh Statewide Planning Staff: Chris Witt

Project Overview
Since 2011, the University of Maryland has hosted Vehicle Probe Project (VPP) Suite for I-95 Corridor Coalition members through a series of federal and state grants. The grant funding has run out and each state is being asked to contribute funding to retain access to these tools. The VPP Suite provides a set of tools for analyzing and generating reports using the INRIX data, which are currently used to create RIDOT's Transportation Management Center's monthly Performance Measures reports. The VPP Suite is also very useful in responding to information requests regarding congestion around the state. The VPP Suite's Bottleneck Ranking, Congestion Scan, and User Delay Cost tools could help with planning future transportation projects, and are also key pieces of the State's Congestion Management Process. In addition, the VPP Suite archives and helps the State analyze the data by providing reporting and visualization tools. Without it, RIDOT would need to devise a storage method and alternative method to generating required performance measures reports.

FY 17 tasks by quarter

Quarter 1
- Fund VPP Software Suite

Quarter 2, 3, 4
- Use the VPP Suite, including INRIX data for planning purposes

Products
- Access to VPP Software Suite with INRIX data

Project Cost: $263,113 ($105,245 FHWA $157,868 RIDOT)

Project 15.4 Demographic & Travel Trends for Transportation Planning

Program Area/Task: Data Development and Analysis

Project Manager: Vincent Flood

Supporting Staff: Kirsten Bryan, Chris Witt, Karen Scott, Jared Rhodes

Project Overview:
Develop comprehensive demographic research and travel trends technical report for use in the update of the Long Range Transportation Plan (LRTP). The project will consist of assembling data pertaining to employment, by place of work and residence, mode of transportation to work, travel to work time, vehicle availability and public transportation accessibility. An analysis of the changes in transportation over time will be made. The report will also consist of an Environmental Justice/Title VI Access component, examining select population groups and respective travel patterns as well as accessibility to public transportation and critical facilities.

FY 17 tasks by quarter
Quarter 1

- Develop project outline and associated timeline for completion.
- Review current LRTP and assess which variables to be included within this report.
- Coordinate with RIPTA, RIDOT and other state agencies to identify any additional data needs for the report.

Quarter 2

- Download data variables for each portion of the project (travel trends, demographic trends and EJ/Title VI Access).
- Develop draft tables, maps and graphics identifying population groups from the EJ/Title VI populations and Tables featuring trend analysis.
- Solicit feedback from staff and various outside agency staff.

Quarter 3

- Re-assess report timeline and update accordingly
- Develop draft report with tables, maps and graphics and report text.
- Solicit feedback from staff and various outside agency staff

Quarter 4

- Finalize report and post on DOP website.
- Solicit feedback from staff and various outside agency staff

Products

- Final Report.
- Thematic demographic maps.
- Updated demographic and trends analysis for use in long range planning.
- Updated website.

Project Cost (outside of staff time): None

Project 15.5 – Migration Trends Technical Paper

Project Title: Technical Paper on Migration Trends in Rhode Island

Project Manager: Kirsten Bryan

Supporting Staff: Vin Flood

Project Overview
This project from FY 2016 will carry over into the 1st Quarter of 2017 and will serve as an update to the Technical Paper 159 - Destination Rhode Island: Domestic and International Migration in the Ocean State. This Technical Paper will use Census data, IRS data, and other data as appropriate to analyze international and domestic in- and out-migration and demographic characteristics of migrants where possible.

FY17 tasks by quarter

Quarter 1
- Finalize tables, charts and data visualizations used in draft report
- Internal review of draft report
- Revisions
- Final draft and presentations as appropriate

Products
- Technical Paper available on Division of Planning website

Project Cost (outside of staff time)
None anticipated

Project 16.1 – Sustaining and Enhancing Access to the RIGIS Geospatial Database

Program Area/Task: Data Delivery

Project Manager: Vincent Flood

Supporting Staff: URI: Gregory Bonyge, Erica Tefft, 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 (http://www.rigis.org/). Primary function of this project is to add new data developed by RIGIS partners, and maintain the underlying software and hardware systems that support the clearinghouse. The geospatial data distributed by RIGIS with URI EDC support numerous ongoing transportation and other land use planning initiatives. This year's project will continue development of the new next-generation RIGIS data clearinghouse website. Functioning in concert with the new RIGIS website will be a new ArcGIS Online Open Data website, which will provide another data distribution function, allowing downloads of selection sets of RIGIS data such as all roads in a specific town and in new formats, such as KML, the native format for Google Earth.

Tasks that are completed on a regular basis:

- New RIGIS Data: (highest priority) Maintain data contribution tracking sheet, and process and publish dataset contributions developed by RIGIS partners by reviewing the integrity and metadata of new data. Import the new data contributions into two geodatabases and publish new data to RIGIS website. Update RIGIS community up-to-date with changes, via RIGIS-L.
    - Anticipated new data contributions during this FY are; updated transportation infrastructure data from RIDOT, RIPTA and RI E-911, and updated Submerged Aquatic Vegetation data for the Narragansett Bay by the Rhode Island Eelgrass Mapping Task Force.
    - Continue collaborating on *ad hoc* transportation data development projects with RIDOT, RIPTA, and RI E-911.
- Maintain RIGIS data distribution site by adding additional online resources on all Dataset Details and Tiled Data Download Details pages, diagnosing bugs that may arise, and fix, and add software updates.
    - Continue maintaining the RI E-911 transportation data-redlining application by updating the app after fresh transportation data are shared with RIGIS, adjusting app as necessary to keep up with ArcGIS Online updates.
- Make note of this app on all 4 RI E-911 dataset details pages on the RIGIS website to facilitate easier user access and to encourage increased use
- Continue maintaining 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, tasking repairs if necessary. Adjust systems as necessary to accommodate changes as new hardware is phased in.
- Monitor and optimize network traffic.
- Respond to technical assistance requests.

Tasks that are completed on a quarterly basis:

- Attend RIGIS Executive Committee meetings.
- Meet with RIGIS Coordinator to review new data contributions, and progress made to date towards meeting project objectives and deliverables. (Additional meetings held as needed.
- Produce quarterly reports summarizing progress made to date towards accomplishing project objectives and deliverables.
- Produce monthly technical assistance summaries for each quarter.
- Publish quarterly RIGIS blog post which describes new and updated datasets distributed by RIGIS, as well as those which have been removed and archived.
- Publish quarterly RIGIS vector data geodatabase updated.
    - Contains nearly all vector datasets distributed by RIGIS.
    - Introduce new/updated datasets; remove retired/archived datasets.
    - Compress geodatabase to ZIP format and post to RIGIS website.
    - Notify RIGIS community of its availability via RIGIS-L.

FY 17 Tasks by Quarter

Quarter 1

- Prepare all RIGIS-distributed vector data for an ArcGIS Online Open Data website.
    - Create field aliases for all datasets, as required by ArcGIS Open Data sites. This enables users to view the attribute table online.
    - Ensure all vector datasets support statistics, as required by ArcGIS Open Data.
    - Ensure all vector data is registered, as required by ArcGIS Open Data.
    - Design unique thumbnails for all datasets.

Quarter 2

- Prepare all metadata for inclusion on the RIGIS Open Data website.
    - Export all metadata from ArcCatalog into the ArcGIS metadata format.
- Upload all vector data to ArcGIS Online for inclusion in the RIGIS Open Data website.
    - Datasets must be uploaded individually as Feature Layers.
- Create a series of Open Data groups following data catalog scheme on the RIGIS website.

Quarter 3

- Upload all metadata into corresponding dataset in ArcGIS Online.
    - This will be done on an individual basis, unless a Python script can be created to automate this process.
- Develop tag scheme to be used on the RIGIS Open Data site.
- Begin designing layout of the RIGIS Open Data site.

    - Will require some customization using CSS and HTML.

Quarter 4

- Finalize layout of the RIGIS Open Data site.
    - All data will be downloadable as shapefile, KML, CSV and JSON.
    - All data will have complete FGDC metadata.
    - All feature layers will have brief dataset descriptions associated with it.
- Make RIGIS Open Data site available to the RIGIS-user community.
    - Introduce with new blog posting and RIGIS-L announcement.

Project Deliverables

- 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.
- 12 monthly requests for technical assistance summaries.
- Approximately 10 metadata records updated with the new URL of the new RIGIS data distribution website.
- Rhode Island state government agencies and the general public alike continue to enjoy reliable access to the RIGIS data distribution website.

Project Cost (outside of staff time): $70,000 ($46,500 FHWA $10,500 FTA $14,000 URI)

Project 16.2 RIGIS Database Audit

Program Area/Task: Data Delivery

Project Manager: Vincent Flood

Supporting Staff: RIGIS Data Management Working Group, Statewide Planning: Christina Delage Baza

Project Overview
To support RISPP and RIDOT needs, work with the RIGIS community and RIGIS database stewards to perform a complete inventory of all high priority datasets. Determine which datasets require updating to be more useful, who is the steward for each, and what are their update plans. Identify new high priority datasets that are needed to enhance the RIGIS database, and research potential sources to find the most appropriate candidates. For all changes to the RIGIS database, work with stewards to bring them up-to-date with current metadata update tools and requirements.

FY 17 tasks by quarter

Quarter 1
- Survey stakeholders for their use of current RIGIS datasets, which ones are too outdated to fully support their efforts, and which new datasets are needed to meet their needs. A very complete list of possible geospatial datasets can be found in the NSGIC GIS Inventory (http://gisinventory.net/).

Quarter 2
- Determine the steward for each existing high priority dataset. Research potential sources for new RIGIS datasets, and determine the best source from candidates.

Quarter 3
- Obtain updated information for as many high priority datasets as possible, including the data and its metadata. Document the update schedule for all high priority datasets.

Quarter 4
- Work with all data stewards to create or update metadata that is required for inclusion in the RIGIS database.

Products
- Updated RIGIS datasets, including updated metadata.
- New RIGIS datasets with acceptable metadata.

Project Cost (outside of staff time): None

Project 17.1 Public Participation Guide

Program Area/Task: Equity and Public Outreach

Project Manager: Linsey Callaghan

Supporting Staff: Michael Moan, Chris Witt, Parag Agrawal, Jared Rhodes, Karen Scott

Project Overview: Develop and adopt a new MPO Public Participation Plan to replace the 2007 Public Participation Guide.

FY 17 tasks by quarter

Quarter 1

- Finalize internal draft developed during FY 2016
- Distribute final draft Plan to the Advisory Committee
- Convene Advisory Committee for review and comment of final draft Plan.
- Incorporate Committee's feedback into final draft Plan.
- Send final draft to TAC

Quarter 2

- Distribute and present draft Public Participation Plan to TAC, Technical Committee, and State Planning Council and request public hearing date
- Hold public hearing and public comment period on Public Participation Plan.
- Develop Public Hearing and Comment Period Report summarizing all public comments and responses.
- Incorporate appropriate comments and finalize Public Participation Plan.
- Develop updated Public Participation Brochure (English and Spanish) and post on website.
- Update website content to reflect updated Plan.

Quarters 3, 4

- None

Products

- Public Hearing and Comment Period Report
- Updated Public Participation Plan
- Updated Public Participated Brochure (English and Spanish) and public participation website content

Project Cost (outside of staff time): None

Project 17.2 Translation Services

Program Area/Task: Equity and Public Outreach

Project Manager: Linsey Callaghan

Supporting Staff: Michael Moan, Chris Witt

Project Overview: Monitor and respond to requests for translation of key Statewide Planning documents, public workshops, and public hearing notices and materials. Provide for interpreter service as requested.

FY 17 tasks by quarter

Quarter 1

- Respond, as required, to requests for translation or interpreter services.
- Update Statewide Planning's contacts and pricing for translation and interpreting services with the Department of Administration's ADA Coordinator, Division of Purchases Master Price Agreement (MPA), and Office for the Deaf and Hard of Hearing.

Quarter 2

- Respond, as required, to requests for translation or interpreter services.
- Update as needed, Title VI Report to reflect any LEP required translation or interpreter activity for the past year.

Quarter 3

- Respond, as required, to requests for translation or interpreter services.

Quarter 4

- Respond as required to requests for translation or interpreter services.
- Develop Annual Report summarizing all translation and interpretation requests by contract or project and over-all expenses for FY 2018 budget purposes.

Products

- Annual Accounting Report

Project Cost (outside of staff time): $50,000 ($40,000 FHWA $10,000 RIDOT)

Project 20.1 Resilient Rhode Island Website

Program Area/Task: Other State Initiatives

Project Manager: Statewide Planning: Caitlin Greeley,

Supporting Staff: RIDEM: Liz Stone, Statewide Planning: Vincent Flood, Kim Gelfuso, Chelsea Siefert

Project Overview
In 2014, the Executive Climate Change Council tasked the Division of Planning with establishing a one-stop point-of-contact for inquiries, information resources, technical assistance, etc. related to climate change and establishing a "Resilient RI" clearinghouse website. To respond to this task, Statewide Planning in partnership with the Executive Climate Change Coordinating Council (EC4) and RIDEM proposes to create a new *Resilient Rhode Island* website that will serve as the State's central clearinghouse website for information related to climate change. The website will address both climate change mitigation and adaptation to the projected effects of climate change such as coastal hazards like sea level rise and storm surge, as well as high heat, drought, inland flooding, etc. In coordination with the EC4's Science and Technical Advisory Board, the site will serve as the State's official portal for information and data related to climate change. The site will also be designed to host new developments/products such as a partnership-based interactive communications program.

FY 17 tasks by quarter

Quarter 1
- Develop template for website in conjunction with Bob Martin from Office of Digital Excellence
- Develop content for EC4 responsibilities and administration website (space for agendas, calendar, reports, etc.)
- Begin to develop content for municipalities on adaptation
- Begin to develop content for data sources and information with support from the EC4 Science and Technical Advisory Board (STAB) and possibly CARIS (Climate and adaptation and resilience information sharing group)

Quarter 2
- Finalize template and begin to add content to website.
- Finalize content for EC4 responsibilities and administration and migrate from existing website (space for agendas, calendar, reports, etc.)
- Finalize content for municipalities on adaptation—vet with appropriate agencies and/or partners
- Finalize content for data sources and information with support from STAB and CARIS
- Begin to develop content for general audiences in conjunction with EC4 Advisory Board Communications Working group.
- Begin to develop content for municipalities on mitigation

Quarter 3

- Test and post content for municipalities on adaptation
- Test and post content for data sources and information
- Finalize content for general audiences in conjunction with EC4 Advisory Board Communications Working group.
- Finalize content for municipalities on mitigation—vet with appropriate agencies and/or partners
- Begin to develop climate change communication resources

Quarter 4

- Test and post content for general audiences
- Test and post content for municipalities on mitigation
- Finalize and post climate change communications resources
- Determine long-term plan and responsibility for maintenance of the site.

Products

- Resilient RI Website

Project Cost (outside of staff time): None

V. Resources

Available Federal Funding

The following are estimates of federal funds assumed to be available in FY 2017 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, 2016 including the anticipated FFY 16 remaining grant amount and FFY 17 grant amount.	$5,862,428
2. Federal Transit Administration (FTA) Metropolitan Planning (5303) fund projected balance as of July 1, 2016 including the anticipated FFY 17 grant amount.	$1,929,320

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 Planning Associate Director's Office	
Associate Director	Parag Agrawal
Executive Assistant	Kimberly Crabill
Division of Planning Statewide Planning Program	
Chief	Jared L. Rhodes, II
Assistant Chief	Karen Scott
Transportation Planning	
Supervising Planner	Linsey Callaghan
Principal Planner	Chris Witt
Principal Planner	Michael Moan
Principal Research Technician	Benjamin Jacobs
Principal Planner	Vacant
Land Use and Natural Resources	
Supervising Planner	Nancy Hess
Principal Planner	Vacant
Senior Planner	Paul Gonsalves
Principal Planner	Vacant
Comprehensive Planning and Consistency Reviews Section	
Supervising Planner	Kevin Nelson
Principal Planner	Caitlin Greeley

Principal Planner	Chelsea Siefert
Senior Planner	Benny Bergantino
Planning Information Center	
Supervising Planner	Vincent Flood
GIS Coordinator	Vacant
Principal Planner	Kirsten Bryan
GIS Specialist II	Christina Delage Baza
Information Services Technician II	Kim A. Gelfuso
Support Staff	
Principal Accountant	Paul Capotosto
Central Business Office	
Principal Technical Support Analyst	Thomas DeFazio

Task and Project Funding Sources -

The following Table 5.1 presents the percentage of each available funding source to be applied to the FY 17 personnel and operating tasks as well as the contractual and pass thru projects.

The following Table 5.2 presents the number of hours for each Department of Administration staff member that has been budgeted to each associated task for FY17. -

Projected Costs -

The following Table 5.3 presents the projected FY 17 costs for both the personnel and operating and the contractual and pass thru components of the budget.

TABLE 5.1 FY 2017 TASK AND PROJECT FUNDING SOURCES BY PERCENTAGE

TASK	PERSONNEL AND OPERATING	Total	FUNDING SOURCES									
			SPP	FHWA	FTA	WRB	RIDOT	RIPTA	OHCD	URI	EFSB	OTHER
Task 1	PROGRAM MANAGEMENT	100%	23%	60%	17%							
Task 1.1	PROGRAM MANAGEMENT- CDBG	100%							100%			
Task 2	PROFESSIONAL DEVELOPMENT	100%	23%	60%	17%							
Task 3	TRANSPORTATION SAFETY	100%	20%	65%	15%							
Task 4	CORRIDOR PLANNING	100%	20%	65%	15%							
Task 5	TRANSPORTATION OPERATIONS AND MANAGEMENT	100%	20%	65%	15%							
Task 6	TRANSIT PLANNING	100%	20%	65%	15%							
Task 7	TRANSPORTATION IMPROVEMENT PROGRAM	100%	20%	65%	15%							
Task 8	FREIGHT PLANNING	100%	20%	65%	15%							
Task 9	TRANSPORTATION PLANNING COORDINATION	100%	20%	65%	15%							
Task 10	ENVIRONMENTAL SUSTAINABILITY	100%	30%	55%	15%							
Task 11	LONG RANGE PLANNING	100%	60%	30%	10%							
Task 11.1	LONG RANGE TRANSPORTATION PLAN	100%	20%	65%	15%							
Task 12	CONSISTENCY REVIEW	100%	73%	20%	7%							
Task 12.1	CONSISTENCY REVIEW - EFSB	100%									100%	
Task 13	TECHNICAL ASSISTANCE	100%	23%	60%	17%							
Task 14	DATA MANAGEMENT AND COORDINATION	100%	20%	65%	15%							
Task 15	DATA DEVELOPMENT AND ANALYSIS	100%	20%	65%	15%							
Task16	DATA DELIVERY	100%	20%	65%	15%							
Task 17	EQUITY AND PUBLIC OUTREACH	100%	20%	63%	17%							
Task 18	PUBLIC INFORMATION	100%	40%	50%	10%							
Task 19	PERFORMANCE MANAGEMENT	100%	20%	65%	15%							
Task 20	OTHER STATE INITIATIVES	100%	100%									
Task 20.2	WATER RESOURCES BAORD SUPPORT	100%				100%						
ICAP	**ICAP**	100%	32%	55%	13%							
TASK	**CONTRACTUAL AND PASS THRU GRANTS**	**Total**	**SPP**	**FHWA**	**FTA**	**WRB**	**RIDOT**	**RIPTA**	**OHCD**	**URI**	**EFSB**	**OTHER**
4.1	Innovative Corridor Planning and Capacity Study (continuing)	100%		80%			20%					
6.1	Transit Planning Assistance (continuing)	100%			80%		20%					
6.2	Transit Signal Priority Project (continuing)	100%		5%	75%			20%				
6.3	Fare Payment Planning (continuing)	100%		2%	41%			57%				
6.4	Transit/ Highway Design guidebook (continuing)	100%		20%	60%		10%	10%				
6.5	Commuter Services Planning Study (continuing)	100%		40%	40%		10%	10%				
6.6	Quonset Transit Plan (continuing)	100%			80%			20%				
6.7	Green Fleet Transition Plan (new)	100%			80%			20%				
6.8	Human Services Coordinated Plan Development (new)	100%			80%			20%				
8.1	Freight and Goods Movement Plan (continuing)	100%		80%			20%					
10.1	Greenhouse Gas Reduction Plan (continuing)	100%		25%			25%					50%
10.2	Air Quality (continuing)	100%		80%			20%					
11.1	Long Range Transportation Plan (new)	100%	3.9%	65%	15%		16.1%					
13.1	RI Land use Training Collaborative (continuing)	100%		67%	13%							20%
13.2	Planning Challenge Grants (continuing)	100%		80%								20%
15.1	Travel Demand Model Update and Maintenance (continuing)	100%		67%	13%		20%					
15.3	VPP/INRIX Data (continuing)	100%		40%			60%					
16.1	Sustaining and Enhancing Access to RIGIS Geospatial Data (continuing)	100%		66%	14%					20%		
17.2	Translation Services (continuing)	100%		80%			20%					

Notes: 1) SPP - Statewide Planning Program 2) FHWA - Federal Highway Administration 3) FTA - Federal Transit Administration 4) HUD - Dept. of Housing and Urban Development 5) RIDOT - RI Department of Transportation 6) RIPTA - RI Public Transit Authority 7) OHCD - RI Office of Housing and Community Development 8) URI EDC - University of Rhode Island Environmental Data Center 9) EFSB - RI Energy Facility Siting Board 10) OTHER - Other participant match.

Table 5.2 FY 2017 STAFF HOURLY TIME DISTRIBUTION BUDGET BY TASK

Staff Member	1	1.1	2	3	4	5	6	7	8	9	10	11	11.1	12	12.1	13	14	15	16	17	18	19	20	20.2	ICAP
Agrawal, P.	330		35					70	35		70	21	105	70	105	24				35		10	630		280
Bergantino, B.	21		35										35	1253	21							70	105		280
Bryan, K.	21		35														35	1303	125			21			280
Callaghan, C.	70		35	21	21	21	21	91		35	70		35	21											357
Capotosto, P.	1120	105	35																					280	280
Crabill, K.	1400	105	35																						280
Defazio, T.	270																								
Delage Baza, C.	21		35														210	1239	35						280
Flood, V.	140		35														474	535	125		210	21			280
Gelfuso, K.	21		35																		1437				327
Gonsalves, P.	21		35								381	145	556	222	14	110					35	21			280
Greeley, C.	21		35								315	35	35	360	21	140							578		280
Hess, N.	140		35								52	225	658	115	35	125		120			14	21			280
Jacobs, B.	21		35					200			105		474			105		600							280
Moan, M.	21		35	21		240	105	105					321	105	35	70				340	35				387
Nelson, K.	140		35									10	35	865	70	240					14	21			390
Rhodes, J.	525		35					70	63	14	63	35	113	140	70	160	35	35		21	21	35	105		280
Scott, K.	250		35	35	35	35	70	200	35	100			619			70		35		21					280
Siefert, C.	21		35					105				35	812	315	21	140					35	21			280
Vacant - Planner	21		35								35	35	1267	35	21	70						21			280
Vacant - Planner	21		35								35	35	1267	35	21	70						21			280
Vacant -GIS Coord.	21		35														1043	210	210			21			280
Vacant- Planner	21		35					200					1144	35	35	35				35					280
Witt, C.	70		35	70	35	70	70	370	175	70	70		169	70	21	105		70		35	14	21			280
Total	**4,728**	**210**	**805**	**147**	**91**	**366**	**266**	**1,411**	**308**	**219**	**1,196**	**576**	**7,645**	**3,641**	**490**	**1,464**	**1,797**	**4,147**	**495**	**487**	**1,815**	**325**	**1,418**	**280**	**6,781**
	Program Management	Program Management - CDBG	Professional Development	Transportation Safety	Corridor Planning	Transportation Ops/Man	Transit Planning	TIP	Freight Planning	Regional Transportation Planning Coor	Environmental Sustainability	Long Range Planning	Long Range Transportation Plan	Consistency Review	Consistency Review - EFSB	Technical Assistance	Data Management and Coordination	Data Development and Analysis	Data Delivery	Equity and Public Outreach	Public Information	Performance Management	Other State Initiatives	WRB Support	Paid Leave

TABLE 5.3 FY 2017 PROJECTED COSTS BY TASKS AND FUNDING SOURCES

TASK	PERSONEL AND OPERATING	TOTAL	SPP	FHWA	FTA	WRB	RIDOT	RIPTA	OHCD	URI	EFSB	OTHER
Task 1	PROGRAM MANAGEMENT	$ 311,086	$ 71,550	$ 186,651	$ 52,885							
Task 1.1	PROGRAM MANAGEMENT- CDBG	$ 11,818							$ 11,818			
Task 2	PROFESSIONAL DEVELOPMENT	$ 52,453	$ 12,064	$ 31,472	$ 8,917							
Task 3	TRANSPORTATION SAFETY	$ 9,851	$ 1,970	$ 6,403	$ 1,478							
Task 4	CORRIDOR PLANNING	$ 6,283	$ 1,257	$ 4,084	$ 942							
Task 5	TRANSPORTATION OPERATIONS AND MANAGEMENT	$ 26,266	$ 5,253	$ 17,073	$ 3,940							
Task 6	TRANSIT PLANNING	$ 19,015	$ 3,803	$ 12,360	$ 2,852							
Task 7	TRANSPORTATION IMPROVEMENT PROGRAM	$ 95,412	$ 19,082	$ 62,018	$ 14,312							
Task 8	FREIGHT PLANNING	$ 21,411	$ 4,282	$ 13,917	$ 3,212							
Task 9	REGIONAL TRANSPORTATION PLANNING COORDINATION	$ 15,646	$ 3,129	$ 10,170	$ 2,347							
Task 10	ENVIRONMENTAL SUSTAINABILITY	$ 75,275	$ 22,583	$ 41,401	$ 11,291							
Task 11	LONG RANGE PLANNING	$ 37,710	$ 22,626	$ 11,313	$ 3,771							
Task 11.1	LONG RANGE TRANSPORTATION PLAN	$ 491,047	$ 98,209	$ 319,181	$ 73,657							
Task 12	CONSISTENCY REVIEW	$ 228,971	$ 167,149	$ 45,794	$ 16,028							
Task 12.1	CONSISTENCY REVIEW - EFSB	$ 36,884									$ 36,884	
Task 13	TECHNICAL ASSISTANCE	$ 98,038	$ 22,549	$ 58,823	$ 16,666							
Task 14	DATA MANAGEMENT AND COORDINATION	$ 115,992	$ 23,198	$ 75,395	$ 17,399							
Task 15	DATA DEVELOPMENT AND ANALYSIS	$ 265,699	$ 53,140	$ 172,704	$ 39,855							
Task16	DATA DELIVERY	$ 31,649	$ 6,330	$ 20,572	$ 4,747							
Task 17	EQUITY AND PUBLIC OUTREACH	$ 36,705	$ 7,341	$ 23,124	$ 6,240							
Task 18	PUBLIC INFORMATION	$ 97,263	$ 38,905	$ 48,632	$ 9,726							
Task 19	PERFORMANCE MANAGEMENT	$ 20,748	$ 4,150	$ 13,486	$ 3,112							
Task 20	OTHER STATE INITIATIVES	$ 112,335	$ 112,335									
Task 20.2	WATER RESOURCES BOARD SUPPORT	$ 17,409				$ 17,409						
ICAP	ICAP (Paid Leave - See Appendix D)	$ 443,234	$ 141,835	$ 243,779	$ 57,620							
	Sub Total	*$ 2,678,200*	*$ 842,740*	*$ 1,418,352*	*$ 350,997*	*$ 17,409*			*$ 11,818*		*$ 36,884*	
TASK	**CONTRACTUAL AND PASS THRU GRANTS**	**TOTAL**	**SPP**	**FHWA**	**FTA**	**WRB**	**RIDOT**	**RIPTA**	**OHCD**	**URI**	**EFSB**	**OTHER**
4.1	Innovative Corridor Planning and Capacity Study (continuing)	$ 150,000		$ 120,000			$ 30,000					
6.1	Transit Planning Assistance (continuing)	$ 250,000			$ 200,000		$ 50,000					
6.2	Transit Signal Priority Project (continuing)	$ 198,220		$ 9,911	$ 148,665			$ 39,644				
6.3	Fare Payment Planning (continuing)	$ 58,943		$ 436	$ 24,399			$ 34,108				
6.4	Transit/ Highway Design guidebook (continuing)	$ 100,000		$ 20,000	$ 60,000		$ 10,000	$ 10,000				
6.5	Commuter Services Planning Study (continuing)	$ 300,000		$ 120,000	$ 120,000		$ 30,000	$ 30,000				
6.6	Quonset Transit Plan (continuing)	$ 75,000			$ 60,000			$ 15,000				
6.7	Green Fleet Transition Plan (new)	$ 135,000			$ 108,000			$ 27,000				
6.8	Human Services Coordinated Plan Development (new)	$ 75,000			$ 60,000			$ 15,000				
8.1	Freight and Goods Movement Plan (continuing)	$ 299,605		$ 244,605			$ 55,000					
10.1	Greenhouse Gas Reduction Plan (continuing)	$ 300,000		$ 75,000			$ 75,000					$ 150,000
10.2	Air Quality (continuing)	$ 25,000		$ 20,000			$ 5,000					
11.1	Long Range Transportation Plan (new)	$ 1,875,000	$ 73,943	$ 1,300,000	$ 200,000		$ 301,057					
13.1	RI Land use Training Collaborative (continuing)	$ 135,500		$ 91,000	$ 19,000							$ 25,500
13.2	Planning Challenge Grants (continuing)	$ 252,500		$ 202,000								$ 50,500
15.1	Travel Demand Model Update and Maintenance (continuing)	$ 485,200		$ 325,084	$ 63,076		$ 97,040					
15.3	VPP/INRIX Data (continuing)	$ 263,113		$ 105,245			$ 157,868					
16.1	Sustaining and Enhancing Access to RIGIS Geospatial Data (continuing)	$ 120,023		$ 80,370	$ 16,653					$ 23,000		
17.2	Translation Services (continuing)	$ 50,000		$ 40,000			$ 10,000					
	Sub Total	*$ 5,148,104*	*$ 73,943*	*$ 2,753,651*	*$ 1,079,793*	*$ -*	*$ 820,965*	*$ 170,752*	*$ -*	*$ 23,000*	*$ -*	*$ 226,000*
TOTAL		**$ 7,826,304**	**$ 916,683**	**$ 4,172,003**	**$ 1,430,790**	**$ 17,409**	**$ 820,965**	**$ 170,752**	**$ 11,818**	**$ 23,000**	**$ 36,884**	**$ 226,000**

Notes: 1) Continuing items include any balance remaining on existing contracts as of 5/17/16 2) SPP - Statewide Planning Program 3) FHWA - Federal Highway Administration 4) FTA - Federal Transit Administration 5) HUD - Department of Housing and Urban Development 6) RIDOT - RI Department of Transportation 7) RIPTA - RI Public Transit Authority 8) OHCD - RI Office of Housing and Community Development 9) URI EDC - University of Rhode Island Environmental Data Center 10) EFSB - RI Energy Facility Siting Board and 11) OTHER - Other participant match contributions.

Appendix A

Rhode Island Department of Transportation FY 17 SPR-PL Work Program

Appendix B

RIPTA FY 2017 Unified Planning Work Program

RIPTA's unified planning work program for FY 2017 will address short and long range planning concerns, incorporating planning needs identified by RIPTA staff and the Strategic Planning Subcommittee of the RIPTA Board of Directors. These tasks will be accomplished by RIPTA staff, supplemented by outside consultants as needed.

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 of the statewide transportation network
- Planning and design of transit services and facilities, including bus, trolley, ferry, bus rapid transit, park and ride, circulator, and other modes as appropriate, including support for the following facility projects: Providence Station, Garrahy Courthouse, Providence Downtown Connector, Newport Gateway, Warwick Transit Hub, Pawtucket Transit Hub, and the East Side Bus Tunnel
- Rider surveys and related data collection and analysis associated with Title VI compliance
- Development, evaluation, and revision of service models and transit development plans for key transit centers throughout Rhode Island, as well as developing markets such as Quonset and Providence's Jewelry District
- Coordination of Transit Signal Prioritization efforts associated with rapid bus and related service
- Development of a bus stop improvement program and transit right-of-way guidelines
- Planning and coordination of commuter and special mobility services such as vanpooling and handicap accessible taxi cabs
- Development and enhancement of transit asset management programs
- Preparation of an agency-wide long range strategic 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 with emphasis on the Transportation Advisory Committee and the State Planning Council
- Coordination with State economic development leadership to ensure maximum leveraging of transit investment for job growth and economic benefit
- Coordination with other agencies involved in Rhode Island's transportation planning process, including continued work on the State Management Plan and Human Services Coordinated Plan

Long Range Planning		
Federal	Local	Total
620,000	155,000	775,000

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

Short Range Planning		
Federal	Local	Total
612,000	153,000	765,000

Appendix C

FY 16 UNIFIED TRANSPORTATION PLANNING WORK PROGRAM

July 2015-June 2016

Quarter 4 Report
April 1, 2016 – June 30, 2016

Rhode Island Department of Administration
Division of Planning
STATEWIDE PLANNING PROGRAM
One Capitol Hill
Providence, RI 02908-5870

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 report 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.

PROJECT STATUS REPORTS

This report provides a status report of the projects in the current work program. In addition to the original information included in the work program - project title, Program area/task, project manager and supporting staff, project overview, project management benchmarks by quarter (beginning with July 2015), anticipated products and funding exclusive of personnel and operating costs – sections have been added to show the actual work that took place in Quarter 2 and a reason for project delay, if necessary. Project sheets are organized and numbered in accordance with their associated task from Section III of the FY 16 Work Program.

Task 3 Transportation Safety

Project 3.1 – Bicycle Planning

Task 4 Corridor Planning

Project 4.1 – East Bay Corridor Study
Project 4.2 – Physical Alteration Permit Report – Implementation Program
Project 4.3 – Innovative Corridor Planning and Capacity Studies

Task 6 Transit Planning

Project 6.1 – Transit Planning Assistance
Project 6.2 – Transit Signal Priority Policy Development
Project 6.3 – Fare Payment Planning
Project 6.4 - Transit/Highway Design Guidebook
Project 6.5 – Commuter Services Planning Study
Project 6.6 – Quonset Transit Plan

Task 7 Transportation Improvement Program (TIP)

Project 7.1 – FY 17-27 Transportation Improvement Program
Project 7.2 – GIS web-based TIP Application

Task 8 Freight Planning

Project 8.1 – Freight and Goods Movement Plan
Project 8.2 – Freight Economic Impacts

Task 9 Regional Transportation Planning Coordination

Project 9.1 – Metropolitan Planning Process Tri-Party Agreement
Project 9.2 – Regional Metropolitan Planning Organization Cooperation

Task 10 Environmental Sustainability

Project 10.1 – Transportation Infrastructure Sea Level Rise Vulnerability Assessment – Municipal Infrastructure
Project 10.2 – EPA Smart Growth Implementation Assistance Grant
Project 10.3 - Greenhouse Gas Reduction Plan
Project 10.4 - Zero Emission Vehicles
Project 10.5 – Air Quality

Task 11 Long Range Planning

Project 11.1 – Long Range Transportation Plan
Project 11.2 – Historic Preservation Plan
Project 11.3 - Watershed Plan
Project 11.4 – Energy Plan
Project 11.5 – Growth Centers Implementation

Task 13 Technical Assistance

Project 13.1 – Rhode Island Land Use Training Collaborative
Project 13.2 – Comprehensive Plan Requirements Training
Project 13.3 - Planning Challenge Grants
Project 13.4 – Unified Development Review Alternative
Project 13.5 – Disaster Zoning Variance Legislation

Task 15 Data Development and Analysis

Project 15.1 – Socio-Economics of Sea Level Rise
Project 15.2 – Migration Technical Paper
Project 15.3 - Travel Demand Model Update and Maintenance
Project 15.4 – Land Use/Land Cover Analysis
Project 15.5 - Vehicle Probe Project Software Suite/INRIX Data

Task 16 Data Delivery

Project 16.1 – Sustaining and Enhancing Access to the RIGIS Geospatial Database
Project 16.2 – RIGIS Database Audit
Project 16.3 – RI Municipal GIS Online Status Map

Task 17 Equity and Public Outreach

Project 17.1 – Public Participation Plan
Project 17.2 – Title VI and Limited English Proficiency Plan Implementation
Project 17.3 – Disadvantaged Business Enterprise Reporting
Project 17.4 – Translation Services

Task 19 Performance Management

Project 19.1 – Performance Management Database and Dashboard

Project 3.1 Bicycle Planning

Program Area/Task: Transportation Safety

Project Manager: Chris Witt

Supporting Staff: Linsey Callaghan, Siobhan O'Kane, and Benjamin Jacobs, RIDOT – Steve Church, Diane Badorek

Project Overview
The State of Rhode Island is committed to increasing the safety of vulnerable users by planning for bicyclists. Statewide Planning will work with RIDOT and other stakeholders to establish baseline data on bicycle facilities and counts in Rhode Island and develop criteria to prioritize bicycle projects in the TIP. This project has three parts:

1) Initiate and establish the Bicycle-Pedestrian Count Technology Pilot program through the deployment of automated pedestrian and bicycle counting equipment and encourage non-motorized monitoring efforts by collecting counts at various locations within Rhode Island. The collection of baseline bicycle-pedestrian counts are necessary for MAP-21 performance based safety program for non-motorized travel. This part of the project has four main elements a) develop a bicycle/pedestrian count program plan, b) purchase and deploy counter technology, c) deliver preliminary counts to FHWA, and d) deliver final counts and report to FHWA.
2) Update and expand upon RIDOT's existing GIS data layer of bicycle facilities in the state to create a comprehensive index of all facilities including state and municipal paths and lanes, as well as ownership and functional information.
3) Develop a set of criteria with which to prioritize bicycle projects for the stat's next TIP. Statewide Planning will organize a standing bicycle/pedestrian subcommittee to the Transportation Advisory Committee to assist with this task.

FY 16 Tasks by Quarter
Quarter 1
- Purchase non-motorized counting technology in cooperation with RIDOT.
- Conduct bicycle/pedestrian counts at sites selected in collaboration with the City of Providence and RIDOT.
- Organize TAC bicycle/pedestrian subcommittee.
- Identify data needs and gaps required for bicycle facility index.

Quarter 1 – Actual
- Determined bicycle/pedestrian count locations in collaboration with the City of Providence.
- Had numerous conversations with RIDOT regarding the purchase of bicycle/pedestrian counting equipment.

Explanation of project delay

- RIDOT is currently replacing the consultant responsible for traffic counting. There have also been delays with RIDOT's purchase of the counting devices. It is now anticipated that the counting devices will be purchased by December/January for deployment in the spring when the weather is better suited for pedestrian/bicycle counting.

Quarter 2

- Continue to conduct bicycle/pedestrian counts at sites in Providence.
- Deliver preliminary bicycle/pedestrian counts to FHWA.
- Provide a summary report of bicycle-pedestrian counts to the Pedestrian and Bicycle Information Center (PBIC)
- Compile a list of potential TIP criteria from best practices and other sources.
- Work with RIDOT, municipalities, and other stakeholders to compile and assemble data and information for bicycle facility index.

Quarter 2 – Actual

- Identified with RIDOT preferred vendors and counting equipment.
- Drafted municipal survey to determine the locations of bicycle facilities in State, to determine data gaps and needs in the bicycle facility index
- Organized subcommittees to review bicycle and pedestrian project applications for the FY 17-25 TIP; Subcommittees will serve as a standing TAC bicycle and pedestrian subcommittee.

Explanation of project delay

- RIDOT had delays in purchasing the counting equipment. It is anticipated that the counting devices will be purchased in Quarter 3. Deployment will be in Quarter 4 when the weather is better suited for pedestrian/bicycle counting.
- Development of the FY 17-25 TIP began in Quarter 2; the accelerated TIP process has not covered the development bicycle-specific project evaluation criteria.

Quarter 3

- Deliver final bicycle/pedestrian counts and report to FHWA.
- Draft list of criteria for TIP prioritization of bicycle projects.
- Complete draft GIS layer and index of bicycle facilities in RI.

Quarter 3 Actual

- RIDOT purchased bicycle and pedestrian counting equipment.
- Finalized the list of bicycle and pedestrian count site locations with RIDOT and the City of Providence.
- Distributed survey on bicycle facilities to municipal planners in Rhode Island.

Explanation of project delay

- RIDOT had delays in purchasing the counting equipment but deployment will be in Quarter 4.

Quarter 4

- Complete final list of criteria in collaboration with bicycle/pedestrian subcommittee and the TAC.
- Submit bicycle facilities GIS layer for inclusion in RIGIS database.

Quarter 4 Actual

- RIDOT began deployment of bicycle and pedestrian counters in the City of Providence.
- Submitted final report to FHWA on bicycle and pedestrian counting program.
- Compiled the GIS data layers received from municipalities into a single layer that supplements the RIDOT/RIGIS bicycle infrastructure layer.

Explanation of project delay
RIDOT had delays in purchasing the counting equipment, but deployment will occur in Quarter 4.

Products

- Updated GIS bicycle facilities layer
- Baseline bicycle/pedestrian counts
- Criteria for prioritization of bicycle projects in the TIP

Project Cost (outside of staff time) $25,000 ($20,000 – FHWA grant, $5,000 - RIDOT)

Project 4.1 East Bay Corridor Study

Program Area/Task: Corridor Planning

Project Manager: Siobhan O'Kane

Supporting Staff: Linsey Callaghan, Mike Moan, Chris Witt, Karen Scott, Bob Rocchio (RIDOT), Sean Raymond (RIDOT)

Project Overview
The SPP will partner with RIDOT, Barrington, Bristol, East Providence, and Warren to conduct a comprehensive, multi-modal transportation master plan for the East Bay. The plan will be used to guide the investment of future funding into the region's overall transportation system through a program of recommended short, medium, and long-term capital improvements. This plan will reach across all modes of transportation and seek to make modal connections and improvements consistent with sound land use planning - all in an effort to increase overall mobility, modal choice, and safety for residents, businesses, employees, and visitors while decreasing traffic congestion and its negative impacts on our environment, economy and quality of life.

FY 16 Tasks by Quarter
Quarter 1
- No work anticipated

Quarter 2
- No work anticipated

Quarter 3
- Meet with planners in Barrington, Warren, Bristol and East Providence to finalize project approach.
- Meet with Roger Williams University (RWU) to define their role in the project.
- Reach out to managers, councils, etc. for buy in to East Bay Corridor Study
- Execute an MOU with RIDOT on this project

Quarter 3 – Actual
- No activity on this project.

Explanation of project delay
- This project has been postponed until a comprehensive update to the State's Congestion Management Process is complete as part of the Long Range Transportation Plan Update planned for FY 2017.

Quarter 4
- Execute MOU's with Barrington, Warren, Bristol and East Providence for this project
- Finalize RFP for project manager and full corridor study
- Form a project advisory team to lead project
- Release RFPs for project manager and full corridor study

Quarter 4 – Actual

- No activity on this project.

Explanation of project delay:

- This project has been postponed indefinitely until a comprehensive update to the State's Congestion Management Process is complete as part of the Long Range Transportation Plan Update planned for FY 2017.

FY 17 Tasks by Quarter

Quarter 1

- Identify a preferred consultant and execute a contract with the firm.
- Develop a detailed work plan in collaboration with the selected consultant and begin development of the East Bay Corridor Study.
- Continue regular meetings of the Project Advisory Committee.

Quarter 2

- Hold project kick-off meeting
- Begin development of the East Bay Corridor Study. *
- Continue regular meetings of the Project Advisory Committee.
- In cooperation with RWU, begin engagement of and outreach to private and public stakeholders.

Quarter 3

- Continue development of the East Bay Corridor Study. *
- Continue regular meetings of the Project Advisory Committee.

Quarter 4

- Continue development of the East Bay Corridor Study. *
- Continue regular meetings of the Project Advisory Committee.

FY 18 Tasks by Quarter

Quarter 1

- Continue development of the East Bay Corridor Study. *
- Continue regular meetings of the Project Advisory Committee.

Quarter 2

- Complete a final draft of the East Bay Corridor Study that is approved by the Project Advisory Committee.
- Continue regular meetings of the Project Advisory Committee.

Quarter 3

- Present the East Bay Corridor Study to the Transportation Advisory Committee, Technical Committee and State Planning Council for information.
- Continue regular meetings of the Project Advisory Committee to plan for implementation.

***A detailed work plan and timeline will be developed once Statewide Planning hires a consultant for the project.*

Products

- East Bay Corridor Study

Project Cost (outside of staff time)
$500,000 ($350,000 – FHWA, $50,000 – FTA, $100,000 – RIDOT)

Project 4.2 Physical Alteration Report - Implementation Program

Program Area/Task: Corridor Planning

Project Manager: Linsey Callaghan

Supporting Staff: Michael Moan, Julie Oakley (RIDOT), Tom Queenan (RIDOT), Stephen Devine (RIDOT), Kevin Nelson, and Benny Bergantino.

Project Overview: Advocate for the implementation of the recommendations of the Physical Alteration Permit (PAP) Report completed through the Congestion Management Task Force.

FY 16 tasks by quarter

Quarter 1

- Engage and solicit input from other state agencies such as RIPTA in the PAP evaluation process.
- Engage and solicit feedback from the municipal planners on the following aspects of the PAP application and review process: (SPP lead)
    - Municipal inclusion in proposed RIDOT hosted PAP application conceptual design meetings
    - Opportunity for municipalities to provide comments to RIDOT within 30 days of their receiving a PAP application
    - Change of use PAP applications
    - Recommended municipal circulation/review process for PAP applications
    - Municipal PAP sign-off form
    - Municipal/Developer PAP informational brochure
- Develop recommended changes for the PAP Manual related to the following: (RIDOT lead)
    - Access management and design best practices
    - Change of use permit definition
    - Opportunity for municipal input for change of use determination
    - PAP modification of an existing permit
    - PAP denial and appeal process
    - Conditions of PAP permit approval
- Develop a draft PDF for the revised PAP application form (RIDOT lead)
- Develop an application checklist for RIDOT to ensure all permit elements are submitted by the applicant (RIDOT lead)

Quarter 1 – Actual

- RIDOT documented the recommended changes to the PAP Manual, drafted a revised PAP application form, and developed an application checklist for internal use.
- SPP engaged RIPTA and RIDOT regarding the drafting of a special PAP application for RIPTA to use instead of the standard PAP application form. Also obtained examples of previous RIPTA PAP applications to see what questions on form most apply.
- SPP developed an online survey to solicit feedback from the municipal planners on aspects of the PAP application and review process.

- SPP researched Change of Use PAP applications. Will complete after discussion with municipal planners and RIDOT.
- SPP developed a draft model municipal circulation/review process for PAP applications.
- SPP developed a draft Municipal PAP review sign-off form.
- SPP researched items to include in a municipal/developer PAP informational brochure and will finalize after discussion with municipal planners and RIDOT.

Explanation of project delay

- Delay in receiving records of RIPTA PAPs in order to move forward with scheduling a meeting with assigned RIDOT engineer and RIPTA representative. However a meeting is anticipated for Q2.
- Otherwise project is on schedule.

Quarter 2

- Work on revisions to the PAP fee schedule (RIDOT – lead)
- Work with RIDOT on improvements to the PAP database to provide linked access between Design and Maintenance and begin discussions on the online PAP permit tracking portal. (RIDOT lead)
- Develop alternatives for improved regulatory coordination and timing for municipalities to require PAP permits (and potentially other state permits) during the municipal review process related to zoning, subdivision, and land development plan applications, as well as building permits (SPP & RIDOT)
- Engage municipal planners, engineering consultants, RI American Planning Association, RI Builders Association, and potentially others in the drafting of the alternative regulatory approach. (SPP lead)
- Develop the following draft products: (SPP lead)
    - Municipal PAP sign-off review form
    - Model municipal access management ordinance
    - Guidance on municipal circulation/review process for PAP applications
    - Municipal/developer PAP informational brochure

Quarter 2 – Actual

- Held working group meeting with RIDOT and municipalities regarding improving regulatory coordination. Discussed appropriate timing to require PAP permits during the municipal review processes.
- Finalized a local PAP sign-off review form based on feedback from municipal planners.
- Developed guidance for municipal circulation/review process for PAP applications.
- Initiated development of model municipal access management ordinance.
- Initiated development of municipal/developer PAP and access management informational brochure.
- Examined with RIDOT permitting fees in other New England states.
- Completed development of alternatives for RIPTA PAP application process.

Explanation of project delay

- Meeting with RIPTA and RIDOT representatives to discuss PAP coordinated process for RIPTA to apply for PAPs was delayed.
- Research and writing of new procedures for RIPTA to apply for and receive PAP in a programmatic format from RIDOT took longer than expected.
- RIDOT is applying the LEAN process to its PAP process. The project (except for the development of model ordinances) is on hold until further information is provided by RIDOT.

Quarter 3

- Continue to draft alternative for improved regulatory coordination and timing for municipalities to require PAP permits.
- Develop a proactive corridor management program by developing a list of priority roadways under state jurisdiction that should be subject to access management best practices. (SPP & RIDOT)
- Continue to develop/finalize products listed above
- Continue to assess RIDOT recommended changes to the PAP Manual listed above.
- Finalize PDF PAP application forms and checklist
- Work with RIDOT to adopt the revised PAP fee schedule

Quarter 3 – Actual

- SPP developed drafts of model municipal access management ordinances

Explanation of project delay

- RIDOT is applying the LEAN process to its PAP process. The project (except for the development of model ordinances) is on hold until further information is provided by RIDOT.
- On March 25, 2016, RIDOT announced the temporary assignment of an Acting Supervisor of Physical Alternation Permits as part of its reorganization. Due to competing RIDOT priorities, this project was placed on hold.

Quarter 4

- Submit final draft alternative to DOA and RIDOT legal departments and RI General Assembly for improved regulatory coordination and timing for municipalities to require PAP permits (and potentially other state permits) during the municipal review process related to zoning, subdivision, and land development plan applications, as well as building permits. (SPP & RIDOT)
- Distribute and provide outreach to the municipalities on the following PAP application enhancements and access management tools: (SPP & RIDOT)
    - Model access management ordinance
    - Informational PAP brochure for municipalities
    - Recommended municipal circulation/review process for PAP applications
    - Municipal PAP sign-off review form
- Adopt with RIDOT appropriate access management elements for the RIDOT PAP Manuel and Highway and Traffic Design Manuals. (RIDOT lead)

- Finalize and adopt with RIDOT the revised PAP application fee schedule (RIDOT lead)
- Adopt and post online revised PDF PAP application form (RIDOT lead)
- Adopt and post online PDF PAP application checklist (RIDOT lead)
- Present the proactive corridor management program to the CMTF with a list of priority roadways under state jurisdiction that should be subject to access management best practices. (SPP & RIDOT)

Quarter 4 – Actual

- SPP completed drafts of model municipal access management ordinances

Explanation of project delay

- RIDOT held a series of workshops applying the LEAN process to its PAP application process during Q4. RISPP staff actively participated in these LEAN workshops often highlighting and clarifying the findings and recommendations made in the Physical Alteration Permit (PAP) Report. The final LEAN report of recommended actions to improve the PAP was delivered to key stakeholders in June.

Products

- Alternative for improved regulatory coordination and timing for municipalities to require PAP permits
- Model access management municipal zoning ordinance
- Informational PAP brochure for municipalities
- Recommended municipal circulation/review process for PAP applications
- Municipal PAP sign-off review form
- Revisions to RIDOT Physical Alteration Permit Manual and potentially to the RIDOT Highway Design Manual and Traffic Design Manual
- PDF PAP application form
- PAP application checklist
- Revised PAP application fee schedule
- RIDOT enhanced database
- RIDOT PAP application online tracking portal
- State corridor management program with a list of priority roadways under state jurisdiction that should be subject to access management best practices.

Project Cost (outside of staff time): None

Project 4.3 Innovative Corridor Planning & Capacity Studies

Program Area/Task: Corridor Planning

Project Manager: Julie Oakley, RIDOT

Supporting Staff: Thomas Queenan, Steve Devine, RIDOT Engineering Staff, Mike Moan

Project Overview
The Rhode Island Department of Transportation (RIDOT) has identified several opportunities statewide to evaluate previously overdesigned, underutilized, or incomplete corridors that would greatly benefit from an innovative corridor planning and highway capacity study to coordinate current and future land use and transportation needs. By examining these corridors with a holistic approach there will be the opportunity to improve congestion, free up land for development, and/or create a multi-modal flow within our highway network.

In addition, RIDOT will be utilizing Strategy H.3.t in Transportation 2035 Long Range Plan to address current and potential congestion areas within the Interstate System under this effort. RIDOT will be undertaking an overall assessment, including traffic volumes, truck traffic/freight flow, adjacent land uses, ROW width, environmental constraints, mode shift potentials, capacity expansion options, ITS enhancements etc. for all study areas identified.

RIDOT has designated the following corridors as its first priority project for FY 2016 – 2017:

- Route 116, Cumberland to Lincoln
- Henderson Bridge to Route 44, East Providence
- Meshanticut Interchange, Cranston

FY 16 Tasks by Quarter
Quarter 1

- Finalize SOW and RFP for on-call consultant

Quarter 1 – Actual

- RIDOT completed the SOW for this Task.

Explanation of project delay

- Project is on schedule.

Quarter 2

- Advertise RFP and receive consultant proposals

Quarter 2 – Actual

- No activity this quarter.

Explanation of project delay

- Due to competing priorities, this RFP has been placed on hold.

Quarter 3

- Award contract to consultant
- Meet with local planning staff to finalize project approach and study area for the 3 identified locations
- Contact municipal leadership as needed to create buy-in for the project

Quarter 3 – Actual

- No activity this quarter.

Explanation of project delay

- Due to competing priorities, this RFP has been placed on hold.

Quarter 4

- Hold project kick-off meeting
- Begin development of the Corridor Planning and Highway Capacity Study for the 3 identified locations

Quarter 4 – Actual

- No activity this quarter.

Explanation of project delay

- Due to competing priorities, this RFP has been placed on hold.

FY 17 Tasks by Quarter

Quarter 1

- Continue development of the Corridor Planning and Highway Capacity Study for the 3 identified locations

Quarter 2

- Continue development of the Corridor Planning and Highway Capacity Study for the 3 identified locations

Quarter 3

- Continue development of the Corridor Planning and Highway Capacity Study for the 3 identified locations

Quarter 4

- Complete final draft of the Corridor Planning and Highway Capacity Study for the 3 identified locations

Products

- Corridor Planning and Highway Capacity Study for the 3 identified locations

Project Cost (outside of staff time)
$250,000 ($200,000 – FHWA, $50,000 – RIDOT)

Project 6.1 Transit Planning Assistance

Program Area/Task: Transit Planning

Project Manager: RIDOT Intermodal Planning: Andy Koziol

Supporting Staff: RIDOT Intermodal Planning: Steve Devine, Statewide Planning: Linsey Callahan, Michael Moan, RIPTA Planning: Amy Pettine

Project Overview
The Transit Planning Assistance project, initiated in FY 2015, has been refined to specify three main tasks that will support ongoing and future commuter rail service in Rhode Island. Task 1 will perform a planning-level analysis of a third track extension from the end of the FRIP in Davisville to Kingston Station. Task 2 will provide quarterly ridership counts at RI's three commuter rail stations. Task 3 will develop a draft FTA Title VI plan.

During FY 2015, RIDOT was able to develop and advertise an RFP for consultant services, evaluate proposals and award the contract, and begin efforts on the three tasks. During FY 2016, the efforts on this two-year contract will be advanced.

FY 16 Tasks by Quarter:
Quarter 1

- Continued analysis of environmental/physical constraints for a third track extension from Davisville to Kingston Station
- Continued ridership counts
- Completion of FTA Title VI draft

Quarter 1 – Actual

- The consultant has prepared a preliminary assessment of physical constraints along a potential third track. The draft results were reviewed with RIDOT staff. The consultant is continuing to refine and formalize the findings.
- Ridership counts were conducted at Providence, TF Green, and Wickford Junction train stations during July 21-23. TF Green and Wickford continued their upward trend in ridership.
- The draft Title VI report was completed and submitted to the FTA 7/22/15. RIDOT is currently awaiting review by the FTA Civil Rights Officer.

Explanation of project delay

- No delays – project is on schedule

Quarter 2

- Continued ridership counts
- Development of third track alternatives

Quarter 2 – Actual

- Ridership passenger counts performed at Providence, TF Green and Wickford Junction stations the week of Oct. 19. 2015. Weekend counts were conducted at Providence Station only on Oct. 24 & 25, 2015.
- Draft third track analysis paper was submitted during the quarter and under review.

Explanation of project delay

- Project is on schedule.

Quarter 3

- Continued ridership counts
- Analysis of third track alternatives

Quarter 3 – Actual

- Ridership passenger counts performed at Providence, TF Green, and Wickford Junction stations in January 2016.

Explanation of project delay

- Project is on schedule.

Quarter 4

- Continued ridership counts
- Draft recommendations for third track alternative

Quarter 4 – Actual

- Ridership passenger counts performed at Providence, TF Green, and Wickford Junction stations in May 2016. Weekend counts were also performed at Providence Station.
- Draft recommendations for third track alternative received and under RIDOT review.

Explanation of project delay

- Project is on schedule

Products

- Third track feasibility report
- RI commuter rail station observation count report
- Draft FTA Title VI Report

Project Cost (outside of staff time): $250,000 ($200,000 FTA, $50,000 RIDOT)

Project 6.2 Transit Signal Priority Policy (TSP) Development

Program Area/Task: Transit Planning

Project Manager: Amy Pettine, RIPTA, Greg Nordine, RIPTA

Supporting Staff: Bob Rocchio, RIDOT

Project Overview:
With RIPTA's recent investments in TSP, we need to build upon this initial effort to evaluate its impact, review policies and determine future investment. TSP includes a maintenance cost, so it is prudent to install TSP at locations where the impact will warrant the increased maintenance cost to RIPTA. TSP also allows RIPTA to operate more efficiently as it reduces dwell time at intersections and allows buses to move more quickly down congested corridors. By increasing efficiency, RIPTA is able to provide a greater level of service with the same level of operating dollars.

RIPTA will hire a consultant to analyze traffic signals throughout the state and RIPTA bus service to develop a plan for the further development and implementation of TSP beyond the initial R-Line project. The consultant will also review the RIDOT traffic program to determine possible cost-effective strategies for future TSP investment.

This consultant will weigh the costs of implementation with the effectiveness of a TSP network across the state so that RIPTA and RIDOT can optimize its return on investment.

The consultant will also review the process by which RIPTA, RIDOT and municipalities worked together on TSP to identify a program of work moving forward, including review of policies and agreements. This project began in FY15.

FY 16 tasks by quarter:
Quarter 1&2
- Conduct Study

Quarter 1 – Actual
- Project was awarded to contractor at RIPTA's August Board of Directors meeting

Explanation of project delay
- RIPTA is awaiting EEO approval.

Quarter 2 – Actual
- Contractor began work on the study including establishing metrics for TSP expansion locations
- Began work on outlining other transit agencies' experiences with TSP

Explanation of project delay
- Project is on schedule.

Quarter 3

- Develop Capital Program for Expansion based on Recommendations

Quarter 3 – Actual

- Contractor is identifying potential future projects based upon previously determined metrics
- Contractor is reviewing traffic considerations for TSP expansion

Explanation of project delay

- Awaiting Contractor's completion of study and recommendations.

Quarter 4 – Actual

- Contractor is identifying potential future projects based upon previously determined metrics.
- Contractor is reviewing traffic considerations for TSP expansion.

Explanation of project delay

- Contractor is still working on analysis of corridors. Corridor analysis is proving to be a more nuanced topic than previously thought, which requires additional time for study.

Products

- Traffic Signal Priority Study

Project Cost (outside of staff time): $150,000 ($7,500 FHWA, $112,500 FTA, $30,000 RIPTA)

Project 6.3 Fare Payment Planning

Program Area/Task: Transit Planning

Project Manager: RIPTA Planning (Amy Pettine)

Supporting Staff: RIPTA Planning (Kevin Perry), RIDOT Intermodal Planning (Steve Devine)

Project Overview:

- This project is an expansion of the FY 2014 fare payment planning project. The purpose of the project is to:
- Maximize fare revenue while maintaining ridership.
- Advance the goal of cashless payment by researching options such as smart cards and proof-of-payment
- Grow ridership while meeting or exceeding the established fare standard
- Develop an implementation plan to enable the state to adopt its future fare media and fare policies

RIPTA and RIDOT will work with a consultant to review current fare media costs, develop baseline ridership, develop fare elasticities, recommend standard bulk pricing, recommend new or alternative fare products, review fare integration across services and agencies, and create policies for transfers and fare integration. This project began in FY 15.

FY 16 tasks by quarter:

Quarter 1

- Facilitate adoption of a fare policy plan
- Develop an implementation plan for introducing a new fare payment plan

Quarter 1 – Actual

- Draft fare policy plan is in development
- Modeling of various fare structures in process
- 2 rounds of public meetings occurred for more public feedback

Explanation of project delay

- Fare Study and changes to Reduced Fare program rolled into single project
- Public participation plan enhanced to include more public comment

Quarter 2 – Actual

- Development of the Fare Study final report continued.
- Development of updated fare policy continued (to be approved by RIPTA's BOD in Q3).

Explanation of project delay

- Project is on schedule.

Quarter 3 – Actual

- Project report is in draft form and was submitted for review

Explanation of project delay

- Awaiting final review and approval.

Quarter 4 – Actual

- Contractor is finalizing technical review to complement the Fare Study report.
- The technical review will provide the basis for a fare box upgrade.

Explanation of project delay

- Project is on schedule.

Products

- Memos and reports as needed
- Cost analysis of current fare payment systems
- Elasticity figures for each rider segment
- Recommended price points for bulk contracts
- Recommended fare media options
- Implementation plan

Project Cost (outside of staff time): $170,540 ($8,527 FHWA, $127,905 FTA, $34,108 RIPTA)

Project 6.4 Transit/Highway Design Guidebook

Program Area/Task: Transit Planning

Project Manager: RIPTA Planning (Amy Pettine)

Supporting Staff: RIDOT Planning (Steve Devine), RIDOT Planning (Andy Koziol), RIDOT Engineering (Bob Smith Staff), Statewide Planning (Linsey Callahan)

Project Overview
To develop a user-friendly design guidebook to assist highway engineers and planners on the specific physical needs solutions for transit (i.e. bus stops improvements bus lanes, traffic signals as part complete streets analysis on roadway projects. RIPTA's expanding bus network has fostered a close working relationship with RIDOT on a case-by-case basis. The intent of this guidebook is to establish a more permanent and sustainable consideration of bus transit as part of infrastructure design. This project began in FY 15.

FY 16 tasks by quarter:
Quarter 1
- Draft Guidebook

Quarter 1 – Actual
- Project Scope of work fully developed and awaiting issuance

Explanation of project delay
- Drafting of MOU between RIPTA and RIDOT
- Staff time limitations

Quarter 2
- Coordination & Revisions
- Final Guidebook

Quarter 2 – Actual
- Project RFP was advertised and 3 proposals were received.

Explanation of project delay
- Project is on schedule.

Quarter 3 – Actual
- Consultant is reviewing similar projects from peer agencies
- Consultant is creating a public participation plan

Explanation of project delay
- Awaiting completion of consultant review and recommendations**.**

Quarter 4 – Actual

- Draft bus stop typologies were developed.
- Public meetings were held to review typologies.
- Draft guide layouts were developed.

Explanation of project delay

- Project is on schedule**.**

Products

- Scoping Document
- Draft Guidebook
- Final Guidebook

Project Cost (outside of staff time): Total - $100,000 ($20,000 FHWA, $60,000 FTA, $10,000 RIDOT and $10,000 RIPTA)

Project 6.5 Commuter Services Planning Study

Program Area/Task: Transit Planning

Project Manager: Amy Pettine, RIPTA, Dave Martone, RIDOT

Supporting Staff: Andy Koziol, RIDOT, Greg Nordin, RIPTA, Linsey Callaghan, RISPP

Since the original development of Rhode Island's earliest Park and Ride lots, the state has experienced significant changes in population, land use, and transportation. The transportation network now includes five active train stations. RIPTA's commuter bus routes now include a "Downcity Loop" that directly connects RIPTA commuter express routes with major employment centers throughout downtown Providence.

This project will seek to evaluate the current Park and Ride lot network and the services that are provided to them. The project will also propose changes that will support better transportation choices for commuters. The resulting commuter bus service and park and ride plan will allow us to prioritize investments at a time when the use of State and Federal Dollars are extremely competitive. This project also aligns with Statewide Planning's goals seeking to link dense, residential areas with viable job opportunities.

Baseline assessment will include:

- Evaluation of existing conditions
    - Inventory of each lot (lot location and number of marked parking spaces)
    - Condition assessment (suitable for Asset Management planning)
    - Origin/destination study
    - Ownership, current maintenance responsibility
- Monitoring lots to assess capacity and use, including weekday and weekend use (This shall include counting all vehicles in the lots. This shall be done once a month for weekday day use and once a month for weekend use – no fewer than a combined inspection of two times per month per lot. This will be for the duration of the contract).
- Review of geographic relationship between Park and Ride Lots, RIPTA bus services, the state's five active train stations and employment centers.

Project recommendations will include recommendations for both operational changes and capital investments. The Commuter Service Plan will consider ideas such as:

- Addition, expansion, reduction, or elimination of park and ride lots
- Feasibility of paid park and ride lots upon analysis of RIDOT's annual O&M costs
- Lot amenities (bus shelters, landscaping, etc.).
- Bus on Shoulder Operations
- High Occupancy Vehicle Lanes
- Enhanced transit vehicles with premium features (luggage racks, WiFi, electric outlets)
- New/different transit service
- Streamlined boarding
- Streamlined boarding procedures (on-highway boarding)

- Public/private partnerships in Park and Ride lot operations including potential for commercial activity

The project will align with the Statewide Planning-supported Fare Study, which includes review of providing premium service products to connect commuters with downtown Providence.

This planning study will determine the effectiveness of each of these investments by comparing the capital improvement costs with the benefit gained. The consultant will then be responsible for helping to prioritize which investments are worthwhile and should be pursued for implementation.

As a final task, the contractor will be required to facilitate the implementation of these recommendations by providing a clear plan identifying the required steps to enable the proposed changes, including identification of ownership and maintenance responsibility for each lot. In cases where identified lots are privately owned, leasing terms will be clearly identified.

FY16 tasks by quarter:

Quarter 1

- Develop and advertise RFP

Quarter 1 – Actual

- Development of RFP is underway

Explanation of project delay

- Staff resources have caused delays

Quarter 2

- Obtain and evaluate consultant proposals

Quarter 2 – Actual

- RFP is still in development

Explanation of project delay

- Staff resources continue to be limited.

Quarter 3

- Award contract to selected consultant

Quarter 3 – Actual

- RFP is still in development (with partner agencies).

Explanation of project delay

- Staff resources continue to be limited.

Quarter 4

- Existing conditions analysis to include lot inventory, ownership/maintenance responsibility, lot condition, vehicle counts, transit connections, relationship to population and job concentrations, etc.

Quarter 4 – Actual

- Contractor is identifying potential future projects based upon previously determined metrics.
- Contractor is reviewing traffic considerations for TSP expansion.

Explanation of project delay

- Contractor is still working on analysis of corridors. Corridor analysis is proving to be a more nuanced topic than previously thought, which requires additional time for study

FY17 tasks by quarter:

Quarter 1

- Development of draft recommendations to include potential for addition of new lots and their locations, expansion/reduction of lot sizes, the removal of some lots (selling the lots and/or cancelling bus service to the lots), parking fare analysis, lot amenities (bus shelters, landscaping, etc.).

Quarter 2

- Draft Park and Ride Lot Plan
- Final Park and Ride Lot Plan

Products

- Comprehensive Commuter Bus Services Plan, including recommendations for Park and Ride investments

Project Cost (outside of staff time):
$300,000 ($120,000 FHWA, $120,000 FTA, $30,000 RIPTA, $30,000 RIDOT)

Project 6.6 – Quonset Transit Plan

Program Area/Task: Transit Planning

Project Manager: Seth Morgan, RIPTA

Supporting Staff: Steve Devine, RIDOT

Project Overview
Quonset Business Park is a large, growing business park that is not currently supported by RIPTA transit service. Because of its location approximately 20 miles south of downtown Providence and operational hours that are not reflective of traditional business hours, RIPTA has struggled to provide cost-effective and sufficient service levels for Quonset's potential ridership.

With the *Quonset Transit Plan*, RIPTA will gather data about the travel patterns of employees within the park. This will involve close cooperation with Quonset tenants in collecting this data. Data points of particular relevance include:

- Origin location for Quonset workers
- Shift times and days for Quonset workers
- Propensity for transit use based on demographic factors

This project will have three explicit goals:

- Create a transit market report
- Create a demand and cost-constrained service plan
- Form contractual relationships with businesses within the Quonset Business Park to incentivize ridership of any newly developed services.

This plan will be developed in collaboration with the Quonset Development Corporation and their tenants to ensure that it meets the long-term goals of the park, while also ensuring that any transit service is well-integrated with other transit services. Furthermore, RIPTA will use this study as leverage to increase employer participation in RIPTA's corporate bus pass program (Ecopass) as well as develop other possible partnerships.

FY 16 tasks by quarter
Quarter 1

- Scoping

Quarter 1 – Actual

- Scope was written, including Independent Cost Estimate, and approvals from partner agencies

Explanation of project delay

- No delay

Quarter 2

- Issue RFP

- Conduct Data Collection and Analysis

Quarter 2 – Actual
- RFP was issued.

Explanation of project delay
- Proposal evaluations took longer than anticipated.

Quarter 3
- Final market analysis and service plan

Quarter 3 – Actual
- Initial project meeting was held

Explanation of project delay
- Due to the delay in proposal evaluations in Quarter 2, this project will carry into Q4.

Quarter 4 – Actual
- Data collection is completed.
- Data cleaning and initial market analysis completed.
- Market analysis findings under way.

Explanation of project delay
- No further delays experienced.

Products
Quonset Transit Market and Service Plan

Project Cost (outside of staff time): $75,000 ($60,000 FTA, $15,000 RIPTA)

Project 7.1 FY 2017 – 2027 Transportation Improvement Program (TIP)

Program Area/Task: Transportation Improvement Program

Project Manager: Karen Scott

Supporting Staff: Kevin Flynn, Benjamin Jacobs, Michael Moan, Jared Rhodes, Linsey Callaghan, Siobhan O'Kane, Chris Witt

Project Overview
Develop the FY 2017 – 2027 TIP in accordance with MAP-21 funding requirements and categories and according to the Rhode Island State Planning Council Rules of Procedure.

FY 16 tasks by quarter:
Quarter 1

- Presentation by RIDOT leadership to TAC and SPC on the RIDOT 10 Year Plan.
- Finalize process for including projects into the TIP and selection criteria
- Finalize overall TIP timeline
- Finalize programmatic investment levels
- Draft TIP solicitation paperwork
- Present RIDOT's specific recommended project list to TAC

Quarter 1 – Actual

- Presentation by RIDOT leadership to TAC and SPC on the RIDOT 10 Year Plan.
- Finalized process for including projects into the TIP and selection criteria
- Finalize overall TIP timeline

Explanation of project delay

- Draft TIP Solicitation paperwork will be presented to TAC and SPC in Quarter 2
- RIDOT's specific project list in the form of the Ten Year Strategic Plan will be released in Quarter 2.

Quarter 2

- Approval of TIP solicitation process and RIDOT recommended project list by SPC
- Mail TIP solicitation package
- Host informational workshops on TIP solicitation
- Host regional workshops to present TIP proposals

Quarter 2 - Actual

- Approval of TIP solicitation materials and process by the TAC and SPC.
- RIDOT released recommended project list in their Ten Year Strategic Plan.
- Mailed TIP solicitation package to stakeholders.
- Posted notice of TIP solicitation on website.
- Hosted two informational workshops on TIP solicitation.

Explanation of project delay

- Project is on schedule.
- Stakeholder response deadline will occur in Q3.

Quarter 3

- TIP applications reviewed by TAC subcommittees and ranked
- Present draft TIP to TAC

Quarter 3 – Actual

- Reviewed TIP application submissions, determined proposed project eligibility, and assigned proper review category.
- Finalized TAC subcommittee reports which summarized the various subcommittee meeting's discussions and ranking of Transit and Transportation Alternatives projects.
- Transportation Alternative projects reviewed and ranked by the TAC. Developed a recommended list of TA projects for inclusion in the TIP with total funding required.
- Developed draft TIP text and funding tables.

Explanation of project delay

- Project is on schedule.

Quarter 4

- Present draft TIP to SPC
- Public hearing and comment period of draft TIP

Quarter 4 - Actual

- Presented draft TIP to TAC and SPC.
- Held two public hearings and provided associated public comment period.

Explanation of project delay

- Project is on schedule.

FY 17 tasks by quarter:

Quarter 1

- Present final TIP to TAC and SPC for approval
- Forward TIP to Governor for approval
- Forward TIP to FHWA/FTA for approval

Products

- Final FY 2017 – 2027 Transportation Improvement Program

Project Cost (outside of staff time): None

Project 7.2 GIS Web Based TIP Application

Program Area/Task: Transportation Improvement Program

Project Manager: Linsey Callaghan

Supporting Staff: Chris Witt, Benjamin Jacobs

Project Overview
In collaboration with the Rhode Island Department of Transportation (RIDOT), develop a GIS-based web application for the Transportation Improvement Program (TIP). This tool will allow the user to identify project locations and limits based on the underlying GIS data and show the project in the context of the needs of the entire Rhode Island transportation system. The web application will enable a more transparent, systematic, and data-driven process for prioritizing the major transportation investments in the state.

FY 16 tasks by quarter:
Quarter 1
- Finalize software specifications
- Get project approved by Project Review Committee

Quarter 1 – Actual
- Developed preliminary list of software specifications to submit to the Project Review Committee for review

Explanation of project delay
- Still awaiting input from RIDOT to finalize software specifications and submittal to the Project Review Committee

Quarter 2
- Hire qualified vendor through an MPA or RFP process

Quarter 2 – Actual
- No activity.

Explanation of project delay
- Constraints on staff resources and higher priorities at both Statewide Planning and RIDOT hinders moving this project forward.

Quarter 3
- Begin implementation of software

Quarter 3 – Actual
- No activity this quarter

Explanation of project delay

- Constraints on staff resources and higher priorities at both Statewide Planning and RIDOT hinders moving this project forward. This project is included in the draft FY 2017-2018 UPWP for internal Statewide Planning staff completion.

Quarter 4

- Complete transition to on-line TIP viewer

Quarter 4 – Actual

- No activity.

Explanation of project delay

- Constraints on staff resources and higher priorities at both Statewide Planning and RIDOT hinders moving this project forward. This project is included in the FY 2017-2018 UPWP for internal Statewide Planning staff completion

Products

- GIS based web interface for TIP

Project Cost (outside of staff time): $500,000 ($300,000 – FHWA, $100,000 FTA, $100,000 – RIDOT)

Project 8.1 Freight and Goods Movement Plan

Program Area/Task: Freight Planning

Project Manager: Chris Witt

Supporting Staff: Linsey Callaghan, Siobhan O'Kane, Chris Witt

Project Overview
The Statewide Planning Program will continue work from FY 2015 in the development of work with the Freight Advisory Committee and other stakeholders to develop a Statewide Freight and Goods Movement Plan, which will include a set of recommendations, linked to an implementation action plan, that enhance the movement of freight in and through Rhode Island. Plan development will include an analysis of critical freight infrastructure, freight flows in the state, and freight-related policies. Statewide Planning will continue to work with the hired consultant in the development of the Statewide Freight and Goods Movement Plan. The completed plan will meet the MAP-21 recommendations for state freight plans, and it will position the state to take advantage of the increased federal funding share available for freight-related projects in states with freight plans approved by FHWA. This project was initiated in FY 14.

FY 16 tasks by quarter:
Quarter 1

- Develop freight and logistics infrastructure recommendations
- Evaluate and analyze proposed infrastructure projects.
- Begin development of implementation action plan.
- Continue regular meetings of the Freight Advisory Committee.

Quarter 1 – Actual

- Finalized the Infrastructure chapter of the Freight & Goods Movement Plan.
- Reviewed draft of the Economic Context chapter of the Freight & Goods Movement Plan.
- Finalized the HIS Commodity Flow Reports (includes air, rail, truck, and marine).
- Continued to inventory potential public policy issues (e.g. funding).
- Worked in conjunction with SHRP2 project to identify potential roadway investments for consideration. Also started to identify other potential air, marine, and rail investment projects.
- Developed draft Freight Plan goals and objectives.
- Developed one page fact sheets for air, marine, truck, and rail for public outreach related to Plan development and marketing. These materials are posted on the Freightforwardri.com website and will be used for public meetings in the future.
- Held regular monthly meetings of the Freight Plan Steering Committee and quarterly meetings of the Freight Advisory Committee.

Explanation of project delay

- No delay – project is on schedule.

Quarter 2

- Review freight policy, ownership, regulation, and pricing issues in RI.
- Identify policy and regulatory recommendations.
- Continue development of the implementation action plan.
- Begin review and development of existing and new freight performance measures.
- Continue regular meetings of the Freight Advisory Committee.

Quarter 2 – Actual

- Completed Economic Context chapter of Freight Plan.
- Finalized Freight Plan goals and objectives.
- Drafted truck, highway, port, air, and rail freight infrastructure recommendations.
- Reviewed issues, drafted policies and recommendations for freight ownership, regulation, and pricing issues in State.
- Determined phasing and prioritized highway freight recommendations for implementation plan.
- Collaborated with freight stakeholders and developed a draft list of freight performance measures.
- Analyzed truck travel to, from, and through RI with ATRI data.
- Conducted 3 monthly meetings of the Freight Plan Steering Committee.
- Conducted a quarterly meeting of the Freight Advisory Committee.

Explanation of project delay

- Project is on schedule.

Quarter 3

- Complete implementation action plan and performance measures.
- Complete draft State Freight and Goods Movement Plan
- Continue regular meetings of the Freight Advisory Committee.

Quarter 3 – Actual

- Refined list of truck, highway, port, air, and rail freight infrastructure recommendations
- Began benefit-cost analysis of priority infrastructure projects
- Completed draft freight policy recommendations
- Identified additional tasks required to meet new FAST Act freight plan requirements
- Revised consultant scope of work to include tasks related to FAST Act freight plan requirements
- Conducted 3 monthly meetings of the Freight Plan Steering Committee
- Conducted a quarterly meeting of the Freight Advisory Committee.

Explanation of project delay

- Project timeline was extended to allow time for the completion of additional FAST Act-related project tasks.

Quarter 4

- Present the State Freight Plan to the State Technical Committee and State Planning Council for their approval.
- Continue regular meetings of the Freight Advisory Committee.

Quarter 4 – Actual

- Completed benefit-cost analysis of priority infrastructure projects.
- Identified critical urban and rural freight corridors in the state.
- Compiled a fiscally-constrained list of freight infrastructure projects for the plan.
- Drafted the implementation plan and executive summary sections of the plan.
- Held two stakeholder/public meetings on the State Freight Plan.
- Completed a full draft of the State Freight Plan.
- Conducted 2 monthly meetings of the Freight Plan Steering Committee
- Conducted a quarterly meeting of the Freight Advisory Committee.

Explanation of project d
elay

- Project timeline was extended to allow time for the completion of additional FAST Act-related project tasks.

Products

- Statewide Freight and Goods Movement Plan

Project Cost (outside of staff time): Total Project - $600,000 ($480,000 – FHWA, $55,000 – RIDOT, $65,000 – BRWCT). Current Balance - $567,521 ($480,000-FHWA, $55,000 – RIDOT, $32,521 BRWCT)

Project 8.2 Freight Economic Impacts

Program Area/Task: Freight Planning

Project Manager: Chris Witt

Supporting Staff: Linsey Callaghan, Benjamin Jacobs

Project Overview
In FY 2015 the Statewide Planning Program received $150,000 through FHWA's Strategic Highway Research Program (SHRP 2) for the use of two economic impact assessment tools: C03 - Transportation Project Impact Case Studies and C11 – Tools for Assessing Wider Economic Benefits of Transportation. Statewide Planning is collaborating with RIDOT to use the tools in the development of the Statewide Freight and Goods Movement Plan and specifically in the evaluation and prioritization of freight transportation projects proposed during the planning process. It will augment the benefit-cost analysis the state will use to evaluate freight projects in the plan. Statewide Planning has issued a RFP to hire a consultant to assist with the C03/C11 tools, and it expects to sign a contract in the fourth quarter of 2015.

FY 16 tasks by quarter:
Quarter 1
- Identify projects to be evaluated with C03 tool.
- Complete analysis of projects with C03 tool.
- Identify projects to be evaluated with C11 tool.
- Present to RI Freight Advisory Committee on C03/C11 tools.

Quarter 1 – Actual
- Identified projects with the C03 tool.
- Completed analysis of 15 projects with the C03 tool.

Explanation of project delay
- Project is slightly behind schedule as the projects to be evaluated with the C11 tools still need to be identified. However identification of those projects in anticipated to be completed early in Q2.
- The C03/C11 tools will be presented to the RI Freight Advisory Committee in Q2.

Quarter 2
- Complete analysis of projects with C11 tool.
- Complete project case studies to be added to C03 database.
- Complete final report and presentation on C03 tool.
- Present to RI Freight Advisory Committee on results of C03/C11 analysis.

Quarter 2 – Actual
- Presented results of the C03 analysis to the Freight Plan Steering Committee.
- Completed final report and presentation on C03 tool and submitted it to FHWA.

- Identified and began development of two C03 project case studies.
- Identified projects to be analyzed with the C11 tool.

Explanation of project delay

- Slightly behind schedule due to difficulties finding the data necessary to analyze projects with the C11 tool.

Quarter 3

- Complete final report and presentation on C11 tool.
- Complete users guide for C03/C11 tools.

Quarter 3 – Actual

- Completed C03 project case studies
- Used C11 tool to analyze reliability improvements for 5 freight-related highway infrastructure projects
- Began analysis of intermodal connectivity improvements for freight highway projects with the C11 tool

Explanation of project delay

- Slightly behind schedule due to difficulties finding the data necessary to analyze projects with the C11 tool.

Quarter 4

- Project complete. No tasks.

Quarter 4 – Actual

- Received final approval of C03 grant deliverables from FHWA.
- Used C11 tool analyze intermodal connectivity improvements for freight highway projects.
- Drafted final report and presentation on C11 tool with descriptions of the results of the state's analysis highway freight projects.
- Drafted users guide for C03/C11 tools.

Explanation of project delay

- Slightly behind schedule due to difficulties finding the data necessary to analyze projects with the C11 tool.

Products

- Reports on the results of the analysis of freight projects using C03/C11 tools.
- Two case studies for inclusion in C03 database.
- Users guide to C03/C11 tools.

Project Cost (outside of staff time): $150,000 (FHWA- SHRP 2 grant)

Project 9.1 Metropolitan Planning Process Tri-Party Agreement

Program Area/Task: Regional Transportation Planning Coordination

Project Manager: Karen Scott

Supporting Staff: Linsey Callaghan, Chris Witt

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. This project began in FY 15.

FY 16 tasks by quarter:
Quarter 1

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

Quarter 1 – Actual

- MOU remains in draft form

Explanation of project delay

- Awaiting direction from RIDOT on performance management implementation, specifically selection of measures and targets.

Quarter 2 – Actual

- MOU remains in draft form

Explanation of project delay

- Awaiting direction from RIDOT on performance management implementation, specifically selection of measures and targets. RIDOT's readiness to set performance standards according to the FAST Act is still pending.

Quarter 3 – Actual

- No activity this quarter

Explanation of project delay

- Awaiting direction from RIDOT on performance management implementation, specifically selection of measures and targets. RIDOT's readiness to set performance standards according to the FAST Act is still pending.

Quarter 4 – Actual

- MOU remains in draft form

Explanation of project delay

- Awaiting direction from RIDOT on performance management implementation, specifically selection of measures and targets. RIDOT's readiness to set performance standards according to the FAST Act is still pending.

Products

- Consolidated Tri-Party Agreement for Metropolitan Transportation Planning

Project Cost (outside of staff time): None

Project 9.2 Regional Metropolitan Planning Organization Cooperation

Program Area/Task: Regional Transportation Planning Coordination

Project Manager: Karen Scott

Supporting Staff: Linsey Callaghan, Chris Witt

Project Overview
Update MOUs with Southeastern Regional Planning and Economic Development District and the Central Massachusetts Regional Planning Commission and execute MOU with Southeastern Connecticut Council of Governments.

FY 16 tasks by quarter:
Quarter 1
- None

Quarter 2
- Update MOU with Southeastern Regional Planning and Economic Development District

Quarter 2 – Actual
- No activity.

Explanation of project delay
- All staff resources are directed to completing the FY17-25 TIP process.

Quarter 3
- Update MOU with Central Massachusetts Regional Planning Commission

Quarter 3 – Actual
- No activity this quarter

Explanation of project delay
- All staff resources were directed to completing the FY17-25 TIP process.

Quarter 4
- Execute MOU with Southeastern Connecticut Council of Governments

Quarter 4 – Actual
- Updated the MOU with Southeastern Regional Planning and Economic Development District.
- Updated the MOU with the Central Massachusetts Regional Planning Commission.
- Executed a MOU with the Southeastern Connecticut Council of Governments.

Explanation of project delay
- The project has been completed

Products

- 3 MOU's for regional cooperation with neighboring MPOs.

Project Cost (outside of staff time): None

Project 10.1 Transportation Infrastructure Sea Level Rise Vulnerability Assessment – Municipal Infrastructure

Program Area/Task: Environmental Sustainability

Project Manager: Benjamin Jacobs

Supporting Staff: Linsey Callaghan, Christina Delage Baza, Vin Flood, Jared Rhodes, and Chris Witt

Project Overview
Following upon the Vulnerability of Transportation Assets to Sea Level Rise, Technical Paper 164 (2015) and its analysis of sea level rise under 1 foot, 3 feet, and 5 feet scenarios, staff will expand the scope of the analysis from state maintained transportation assets to now include municipal transportation infrastructure under the same sea level rise scenarios. This added layer of analysis will account for the vulnerability municipally maintained transportation infrastructure including roadways, rail lines, bicycle paths, ports and harbors, RIPTA bus routes (on local roads), intermodal hubs, and bridges. The intent is to provide additional information to local public works departments, planners, and state agencies as they begin to assess vulnerability and prioritize adaptation needs under sea level rise.

Following the inclusion of municipal assets into the sea level rise scenario analysis, together with the previously identified state maintained vulnerable transportation infrastructure, staff will work to establish a method for evaluating vulnerability as part of the TIP cycle.

FY 16 tasks by quarter:
Quarter 1

- Review availability of various indicators for vulnerability (exposure, sensitivity, adaptive capacity) and risk (likelihood, impact) based on data availability and working group input
- Determine the subset of municipal assets to assess for vulnerability and risk
- Determine relative ranking thresholds for each component of vulnerability and risk (e.g. low/med/high or 1-5) and utilize Technical Paper's 164 ranking scheme for risk
- Complete the vulnerability and risk assessment for selected municipal assets

Quarter 1 – Actual

- Determine the subset of municipal assets to assess for vulnerability and risk

Explanation of project delay

- Extra time has been spent on the initial organization of project to ensure there is no duplication of effort among agencies working in similar areas. More progress is anticipated in Q2.

Quarter 2

- Assess subset of municipal assets using ranking methodology
- Draft report with tables and map atlas

Quarter 2 – Actual

- Reviewed various indicators for vulnerability (exposure, sensitivity, adaptive capacity) and risk (likelihood, impact), data availability and solicited working group input.
- Determined ranking thresholds for each component of vulnerability and risk (e.g. low/med/high or 1-5) and used Technical Paper's 164 ranking scheme for risk.

Explanation of project delay

- Limited staff resources and unexpected issues on project 15.3 Travel Demand Model Update and Maintenance has slowed progress.

Quarter 3

- Revise and finalize revised report and factsheet
- Generate and post online the report products
- Finalize and incorporate GIS data layers resulting from Sea Level Rise transportation planning analysis into the RIGIS database, including 1, 3 and 5-foot inundation levels of sea level rise.

Quarter 3 – Actual

- Revised and finalized analysis
- Developed initial draft factsheet, maps, and technical paper

Explanation of project delay

- The project is behind schedule due delays in the previous two quarters.

Quarter 4

- Establish a method for evaluating vulnerability as part of the TIP cycle.

Quarter 4 – Actual

- Finalized municipal factsheets, maps, and tables summarizing relative risk for selected municipal transportation infrastructure.
- Developed final draft technical report that summarizes the methodology, describes the findings, and discusses adaptation options. .
- Started publication of final project materials for RISPP website and stakeholders.

Explanation of project delay

- Making up for time lost in previous quarters.

Products

- Deliverables
    - Vulnerability and risk profiles for selected municipal assets
    - Table summarizing relative risk of selected municipal assets
    - Mapping
- Final Deliverable
    - Updated Report, posted online, that summarizes methodology, describes findings, and discusses adaptation options

- Methodology for evaluating vulnerability as part of the TIP cycle

Project Cost (outside of staff time): None

Project 10.2 EPA Smart Growth Implementation Assistance Grant

Program Area/Task: Environmental Sustainability

Project Manager: Caitlin Greeley

Supporting Staff: Chelsea Siefert

Project Overview
This project builds on our climate change, land use and transportation planning work to focus on impacts and opportunities for economic development around climate change. It was awarded technical assistance through EPA's Smart Growth Implementation Assistance program in 2013 and kicked off in 2014. The project will produce a methodology for planners and stakeholders to use commonly available data to understand the impacts and opportunities of climate change for the private sector. The tool will be piloted for North Kingstown including the Quonset Business Park and the Port of Davisville and will then be made available to a wider audience.

FY 16 tasks by quarter:
Because the technical assistance contract is managed by EPA, the timeframe for the project largely depends on EPA and the contractor. The following is an approximation by Quarter of the tasks, based on the status of the project as of April 2015.

Quarter 1
- Assist North Kingstown with piloting the framework developed by consultants
- Review pilot results from North Kingstown
- Provide input and review draft strategies that consultants develop to address vulnerabilities and opportunities
- Manage consultant site visit and stakeholder follow-up with draft strategies

Quarter 1 – Actual
- Worked with North Kingstown Planning staff to develop strategy for piloting framework

Explanation of project delay
- Continued issues with staffing in North Kingstown contributed to the delay of this project

Quarter 2
- Provide input on draft outline and report
- Review versions of the framework and final report

Quarter 2 – Actual
- Provided input on the draft Framework.
- Met with the Conservation Commission, Economic Development and Planning Boards, and Town staff to pilot Framework.

Explanation of project delay
- Project is on schedule.

Quarter 3 – Actual

- Reviewed final draft framework and provided input on content and structure.

Explanation of project delay

- The framework is ready for release for formal publication pending EPA's final approval.

Quarter 4 – Actual

- Reviewed final draft framework and provided input on content and structure.
- Framework finalized and released.

Explanation of project delay

- The project is complete.

Products

- Framework for assessing potential hazard and climate impacts on economic activity.
- A report that describes how the framework was developed; summarizes the results of the North Kingstown pilot; explains how other communities could apply this framework; lists data gaps that, if filled, would strengthen the framework; and lists the options for economic resilience, finalized and prioritized based on the discussions in North Kingstown.

Project Cost (outside of staff time): None

Project 10.3 Rhode Island Greenhouse Gas Reduction Plan

Program Area/Task: Environmental Sustainability

Project Manager: Meredith Brady, RIDOT

Supporting Staff: Danny Musher, Office of Energy Resources; Liz Stone, RIDEM; Doug McVay, RIDEM; Frank Stevenson, RIDEM; Ben Jacobs, Statewide Planning; Amy Pettine, RIPTA.

Project Overview
Resilient Rhode Island Act of 2014 was enacted by the General Assembly in June 2014 and included the following mandate:

No later than December 31, 2016, submit to the governor and general assembly a plan that includes strategies, programs and actions to meet targets for greenhouse gas emissions reductions as follows:

i. Ten percent (10%) below 1990 levels by 2020;
ii. Forty-five percent (45%) below 1990 levels by 2035;
iii. Eighty percent (80%) below 1990 levels by 2050;
iv. The plan shall also include procedures and metrics for periodic measurement, not less frequently than once every five (5) years, of progress necessary to meet these targets and for evaluating the possibility of meeting higher targets through cost-effective measures.

There are three areas which can provide emissions reductions or alternate power sources that should be considered as Rhode Island moves forward with the plan: Electricity, Thermal, and Transportation. Transportation emissions account for 28% of all greenhouse gas emissions nationally, and a larger share in the northeast. FHWA has indicated that greenhouse gas emissions must be considered going forward with planning efforts, such as the Long Range Transportation Plan and the TIP/STIP.

The steering committee to develop the plan, a committee composed of staff from the Executive Climate Change Coordinating Council (EC4), has determined that consultant assistance will be needed to complete the plan by December 31, 2016, and also to thoroughly analyze all options.

FY 16 tasks by quarter:
Quarter 1

- Convene stakeholders to review proposals and select consultant (RFP issues in Q4 FY2015).
- Work with EC4 and consultant to begin review of existing documentation and necessary information gathering.
- Begin monthly meetings as working group to direct progress of consultant.

Quarter 1 – Actual

- Assisted with final RFP, which was issued in July.

- Stakeholders convened to review proposals; scored all proposals and limited further review to three candidates.
- Interviewed three candidates by phone; assisted in preparation of selection documentation.
- Selected consultant to move forward with project.

Explanation of project delay

- Purchasing issues resulted in delay of RFP issuance from Q4 2015 to Q1 2016.
- Comparable proposals from candidates required additional questions to make selection.
- Additional purchasing delay resulted in award of contract in last days of Q1.

Quarter 2

- Provide support to consultant as necessary.
- Continue monthly meetings as working group to direct progress of consultant.

Quarter 2 – Actual

- Worked with EC4 and consultant on review of existing documentation and necessary information gathering.
- Began monthly meetings of working group to direct progress of consultant.
- Provided support to consultant as necessary.
- Held first public stakeholder meeting to solicit input.

Explanation of project delay

- Project is on schedule.

Quarter 3

- Continue monthly meetings as working group to direct progress of consultant.
- Begin preparations for public outreach component of GHG Plan by selecting communities and locations for public meetings.

Quarter 3 – Actual

- Provided support to consultant as necessary
- Continued monthly meetings as working group to direct progress of consultant

Explanation of project delay

- One stakeholder group meeting was postponed as the working relationship with consultant was clarified and redefined. Project will be back on schedule in early Q4 as all stakeholder meetings have been scheduled.

Quarter 4

- Review initial draft of GHG Plan, provide additional direction to consultant.
- Present draft of GHG Plan to EC4.
- Assist in holding public hearings on the draft GHG Plan.

Quarter 4 – Actual

- Provide support to consultant as necessary.
- Continue monthly meetings as working group to direct progress of consultant.

Explanation of project delay

- This project was intended to extend into Q1 of FY17, and the items listed here for Q4 should have been identified for Q1 of FY17: therefore, the project is not delayed, but the original schedule was consolidated by a quarter in error.

Products

- Rhode Island Greenhouse Gas Reduction Plan

Project Cost (outside of staff time):
$300,000 ($75,000 – FHWA, RIDOT - $75,000, RIDEM - $150,000)

Project 10.4 Zero Emission Vehicles (ZEV)

Program Area/Task: Environmental Sustainability

Project Manager: Benjamin Jacobs

Supporting Staff: Linsey Callaghan, Chris Witt, Siobhan O'Kane, Kevin Nelson

Project Overview
As part of the state's commitment to the Regional Greenhouse Gas Initiative, staff will support the efforts of the Office of Energy Resources' Zero Emission Vehicles (ZEV) Working Group. Statewide Planning will lead the effort to draft a model ZEV municipal parking ordinance and charging station accommodations to encourage ZEV use in Rhode Island. As part of this effort, staff will review the needs of ZEVs, review current parking policies, and draft a model ordinance for municipalities to accommodate ZEV use. Best practices for the enforcement of ZEV priority parking spaces and charging stations will also be recommended.

FY 16 tasks by quarter
Quarter 1
- Review current municipal parking policies
- Review legal status of parking requirements and enforcement in Rhode Island
- Review similar efforts and ordinances established in other areas
- Review current physical requirements of charging stations

Quarter 1 – Actual
- Reviewed current municipal parking policies
- Reviewed legal status of parking requirements and enforcement in Rhode Island
- Reviewed similar efforts and ordinances established in other areas
- Reviewed current physical requirements of charging stations

Explanation of project delay
- Project is on schedule.

Quarter 2
- Consult with stakeholders
- Draft model municipal ZEV parking and charging station ordinance

Quarter 2 – Actual
- Consulted with stakeholders.
- Developed initial draft of municipal ZEV parking model ordinance and land use readiness handbook.

Explanation of project delay
- Staff discussion resulted in minor restructuring of project deliverables.

Quarter 3

- Seek comments from stakeholders and ZEV Working Group on draft model municipal ZEV parking and charging station ordinance
- Revise and finalize draft model municipal ZEV parking and charging station ordinance

Quarter 3 – Actual

- No progress this quarter

Explanation of project delay

- Due to limited staff resources this project has not advanced.

Quarter 4

- Present final model municipal ZEV parking and charging station ordinance to ZEV Working Group
- Publish final model municipal ZEV parking and charging station ordinance on website
- Notify municipalities about model municipal ZEV parking and charging station ordinance

Quarter 4 – Actual

- Developed internal draft, , and shared with ZEV Working Group

Explanation of project delay

- Due to limited staff resources this project is delayed but it is anticipated will be complete in Q1 of FY17

Products

- Model municipal ZEV parking and charging station ordinance

Project Cost: (outside of staff time): None

Project 10.5 Air Quality

Program Area/Task: Data Development and Analysis

Project Manager: Linsey Callaghan

Supporting Staff: Karen Scott, Benjamin Jacobs, Chris Witt

Project Overview
Continue to carry out compliance with the Clean Air Act Amendments of 1990 (CAAA) through the U.S. Environmental Protection Agency's (EPA) Air Quality Conformity Regulations. As of July 2013, the State was designated an attainment area for all National Ambient Air Quality Standards. The MPO will still however continue to closely collaborate 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, when necessary, for transportation plans and projects. RIDEM has overall responsibility for compliance with the Clean Air Act, including the development and adoption of a State Implementation Plan (SIP) to reduce pollutant levels in the air. The MPO will continue efforts with RIDEM in the update of the SIP, the transition to MOVES Model, as well as, demonstration of transportation conformity of the long range transportation plan and TIP if necessary should the state be designated as a nonattainment area. Continue to convene the Air Quality Working Group as necessary.

FY 16 tasks by quarter
Quarter 1
- Determine technical assistance objectives
- Evaluate option of establishing a master price agreement or hired consultant for air quality technical assistance

Quarter 1 – Actual
- No progress has been made.

Explanation of project delay
- Staffing shortages have delayed project. Further progress expected in Q2.

Quarter 2 - Actual
- Initiated review of prior RFP and discussed current needs to determine technical assistance objectives to hire consultant.
- Developed an initial timeline for completion of RFP.

Explanation of project delay
- Staffing shortages have delayed project.

Quarter 3
- To-be-determined and based on provider selected

Quarter 3 - Actual

- Participated in the Environmental Protection Agency's Revised Ozone Standard webinar regarding the process involved in setting and meeting the new federal ozone standard.

Explanation of project delay

- The state continues to be designated an attainment area for all National Ambient Air Quality Standards and does not need to proceed at the current time with an RFP for air quality technical assistance; therefore, there is no delay on this project.

Quarter 4

- To-be-determined and based on provider selected

Quarter 4 - Actual

- The state continues to be designated an attainment area for all National Ambient Air Quality Standards and therefore does not need to proceed at the current time with an RFP for air quality technical assistance.

Explanation of project delay

- There is no delay on this project.

Products

- Master Price Agreement or Maintenance Contract for Air Quality Conformity

Project Cost $25,000 ($20,000 - FHWA, $5,000 RIDOT)

Project 11.1 Long Range Transportation Plan

Program Area/Task: Long Range Planning

Project Manager: Karen Scott

Supporting Staff: Kevin Flynn, Jared Rhodes, Linsey Callaghan, Chris Witt, Michael Moan, Siobhan O'Kane, Benjamin Jacobs, Vin Flood

Project Overview
Perform a comprehensive update to the State's long-range transportation plan. This Plan will address Rhode Island's transportation needs over the next twenty years. This comprehensive update to the Plan will be executed with a commitment to public involvement in the transportation planning process, and will be based on input from a variety of planning efforts and exercises. The Plan will be prepared to ensure compliance with MAP-21 with special attention focused on measures of performance. The scope of the plan includes surface transportation for both passengers and freight, and connections to other modes.

FY 16 tasks by quarter
Quarter 1
- No activity

Quarter 2
- Research Long Range Plan formats that incorporate Performance Based Planning and Programming

Quarter 2 – Actual
- Researched model LRTP efforts of other MPOs; Go Boston, Minnesota GO and Plan Bay Area.
- Compiled a LRTP draft proposal for review by DOA Director, Governor's Office, RIDOT and RIPTA.
- Developed a one-page summary of proposed LRTP effort.
- Developed a draft outline of SGP Elements proposed for inclusion in the Plan.

Explanation of project delay
- Project is on schedule.

Quarter 3
- Decide on format for Rhode Island's next Long Range Plan

Quarter 3 – Actual
- Continued discussions with RIPTA and RIDOT regarding the LRTP.
- Continued to refine outline of SGP Elements proposed for inclusion in the Plan.

Explanation of project delay
- Project is on schedule.

Quarter 4

- Present proposed Long Range Plan format, process and timeline to TAC and SPC for approval.

Quarter 4 – Actual

- Continued discussions with RIPTA and RIDOT regarding the LRTP.
- Finalized outline format, process, and timeline for the LRP.
- The presentation of the proposed Long Range Plan format, process and timeline was presented to the TAC and SPC as part of the FY17 Unified Planning Work Program adoption process.

Explanation of project delay

- Project is on schedule.

FY 17 tasks by quarter

Quarter 1

- Begin Long Range Transportation Plan update

Products

- Approved State Long Range Transportation Plan

Project Cost (outside of staff time): None

Project 11.2 Historic Preservation Plan

Program Area/Task: Long Range Planning

Project Manager: Edward Sanderson, RI Historic Preservation and Heritage Commission

Supporting Staff: Paul Gonsalves, Nancy Hess, Caitlin Greeley, Kevin Nelson, and Jared Rhodes

Project Overview - This project is to oversee and assist the RI Historical and Heritage Preservation Commission (HPHC) with long range planning for an update of the 1996 Rhode Island State Historical Preservation Element of the State Guide Plan. This plan will set the context for historical preservation in RI, further the identification and evaluation of historic resources, set goals and policies for the preservation of historical and archeological resources, and prioritize preservation strategies. Completion of the plan update will assist in the review of federally funded transportation projects under the National Historic Preservation Act of 1966.

FY 16 tasks by quarter

Quarter 1

- None

Quarter 2

- Meet with HPHC to draft and execute a MOU to assign roles and responsibilities and define content of the Update.
    - Conduct working group meetings as needed.
- Brief the Technical Committee and State Planning Council on the MOU. Assign the Technical Committee as the advisory body for the review of the Update.
- Determine if additional persons/stakeholders should be invited to also participate as guest advisors to the Technical Committee. Solicit as deemed appropriate.

Quarter 2 – Actual

- None.

<u>Explanation of Project Delay</u>

- Staffing capability issues at HPHC continue. The project is contingent upon involvement of new HPHC staff. They may be ready to start next quarter.

Quarter 3

- Conduct working group meetings as needed.
- Draft an outline of the update.
- Design a public outreach strategy.
- Convene organizational meeting of Technical Committee and discuss draft outline and public outreach strategy.
- Create webpage for the project and update as needed.
- Begin development of Update by assembling recent HPHC program work and other resources into an initial preliminary draft plan.

- Present portions of the developing plan as written and outreach efforts to the Technical Committee at their regular meetings and solicit comments.

Quarter 3 – Actual
- None.

Explanation of Project Delay
- The project is contingent upon the HPHC's ability to commit staff to initiate the project; at this time it does not have sufficient staff. Additionally, a staff vacancy (principal planner) in the Land Use Unit has prioritized completion of other long range planning projects for completion. It is unlikely this project will be initiated.

Quarter 4
- Conduct working group meetings as needed.
- Conduct public outreach and regional public workshops on initial preliminary draft.
- Present portions of the developing plan as written and outreach efforts to the Technical Committee at their regular meetings and solicit comments.

Quarter 4 – Actual
- None.

Explanation of Project Delay
- The ability of HPHC to initiate project continues and the project is contingent upon commitment of HPHC. Additionally, a staff vacancy (principal planner) in the Land Use Unit has prioritized other long range planning projects for completion. This project will not be initiated.

FY 17 tasks by quarter
Quarters, 1 & 2
- Present portions of the developing plan as written and outreach efforts to the Technical Committee at their regular meetings and solicit comments.
- Conduct formal public review and adoption by the State Planning Council, in accordance with "Rule Two: Adoption and Maintenance of the State Guide Plan".
- Consult with HPHC staff on comments received through the public hearing process.
- Complete a final plan based upon outreach and review by the Technical Committee and HPHC.
- Publish approved plan via website and notify all municipalities.
- Revise the comprehensive community plan standards and guidance handbooks.

Products
- MOU
- Approved State Guide Plan Element
- Updated web page
- Updated comprehensive planning standards and guidance handbooks

Project Cost (outside of staff time): None

Project 11.3 Watershed Plan

Program Area/Task: Long Range Planning

Project Manager: Sue Kiernan, RI Department of Environmental Management (DEM)

Supporting Staff: Ernie Panciera (DEM) and Nancy Hess, Paul Gonsalves and Jared Rhodes (Statewide Planning).

Project Overview
Continue to oversee and assist the DEM Office of Water Resources and the Coastal Resources Management Council staff, and an existing advisory committee in creating a new Rhode Island Water Quality Management Plan as an Element of the State Guide Plan. Much of the plan's focus will be on strategies for addressing stormwater runoff from our built environment with a particular emphasis on our roadway network and the challenges and opportunities presented in maintaining and improving the associated drainage systems. This plan will also satisfy requirements of the Environmental Protection Agency for watershed planning. It was initiated in FY 14 and will involve consolidating the following Elements of the State Guide Plan:

- Nonpoint Source Pollution Management Plan (1995) – Element 731
- Rivers Policy and Classification Plan (2004) – Element 162
- Comprehensive Conservation and Management Plan for Narragansett Bay (1992) – Element 715

FY 16 tasks by quarter
Quarters 1, 2

- Continue to organize and conduct meetings of the staff working group.
- Ensure consensus of the advisory committee on the preliminary draft plan.
- Conduct formal public review and adoption through the Technical Committee and State Planning Council.
- Consult with DEM and CRMC staff on comments received through the public review process.
- Continue to update web page for the project on monthly basis.

Quarter 1 – Actual

- DEM Office of Water Resources staff continued writing of draft Plan with cooperation from the Statewide Planning Program
- Staff working group continued to communicate through email and continue format the layout of the Plan and develop content for the Plan.

Explanation of project delay

- Project on schedule

Quarter 2 – Actual

- DEM Office of Water Resources staff continued writing of draft Plan with DOP oversight. A new Part 6 with sections on 24 individual pollution sources and an implementation matrix were inserted into the draft.

- An Advisory Committee meeting was held on Oct. 20 on the evolving draft plan. The plan progressed from 45% complete to 75% for review by the Committee.
    - See http://www.planning.ri.gov/documents/water/notes15.pdf

Explanation of project delay

- Advisory Committee meeting scheduled for December 15th was changed to January 26, 2016 due to DEM staff time and resource conflicts with a state mandate to revise DEM freshwater wetlands regulations.

Quarter 3

- Publish approved plan on the Division of Planning website.
- Ensure that the new goals and policies of the approved Plan are clearly laid out in the comprehensive community plan guidance manual.

Quarter 3 – Actual

- DEM Office of Water Resources staff continued writing of the draft plan with DOP oversight. Sections on key issues, water quality assessment, stormwater design and planning, identification of necessary resources, and plugging the resource gaps were inserted into the draft. A new appendix with a list of DEM certified wastewater treatment plants was also added.
- An Advisory Committee meeting was held on January 26th on the evolving draft plan. The draft progressed from 45% complete to 85% for review by the Committee. DOP staff continued to provide master editing and assembled the draft plan for distribution and review by the Committee.
- DOP staff coordinated and facilitated 10 various meetings for outreach and public education on the draft plan. Meetings were held with numerous stakeholders from the environmental community, several Rhode Island professional associations, and several designated state councils and commissions.
- DOP staff presented the draft plan at the Narragansett Water Pollution Control Association's 2016 Clean Water Legislative Day at the Rhode Island State House to an audience of representatives and senators.

Explanation of project delay

- Project is behind due to 2nd Quarter delay. It is anticipated that a preliminary draft will be 100% complete, reviewed by the Advisory Committee, and presented to the SPC for authorization to hold a public hearing in the next quarter. The project webpage, various meeting notes, and current draft plan can be found at: http://www.planning.ri.gov/statewideplanning/land/water.php

Quarter 4 – Actual

- DOP staff continued to provide oversight of writing technical plan content and addressing feedback from outreach conducted in Quarter 3. DOP staff served as central editor, assembled a complete preliminary draft plan for distribution and facilitated review by the Advisory Committee.

- A final Advisory Committee meeting was held on April 12th on the preliminary draft plan. The committee approved the draft plan by census and recommended that it be forward to the State Planning Council for formal review and approval.
- DOP staff presented the preliminary draft plan at the May meetings of the Technical Committee and State Planning Council.

Explanation of project delay

- Project is back on revised timetable. The preliminary draft is 100% complete. A public hearing was authorized to be held by the Council at the May 12, 2016 meeting and will be conducted in the 1st quarter of FY 17. The project webpage, various meeting notes, and current draft plan can be found at: http://www.planning.ri.gov/statewideplanning/land/water.php

Products

- Approved State Guide Plan
- Updated webpage

Project Cost (outside of staff time): None

Project 11.4 Energy Plan

Program Area/Task: Long Range Planning

Project Manager: Nancy Hess

Supporting Staff: Kevin Flynn, Paul Gonsalves and Jared Rhodes

Project Overview
Continue to oversee and assist the DOA Office of Energy (OER) and an existing advisory committee in long range planning for updating the 2002 Rhode Island Energy Plan of the State Guide Plan. Transportation plays a major role in the plan update since roughly 40% of the State's energy related carbon emissions are driven by the transportation sector, 38% of the dollars that Rhode Islanders spend on energy is associated with transportation and 31% of the BTUs utilized are consumed within the transportation sector. The update will analyze three transportation based future usage scenarios based on principles of energy security, cost effectiveness and sustainability; set associated targets for moving forward and recommend appropriate strategies for achieving those targets.

This project was initiated in FY 14.

FY 16 tasks by quarter
Quarter 1, 2

- Conduct the formal public review and adoption through the Technical Committee and State Planning Council.
- Consult with OER staff on comments received through the technical and public review process.
- Continue to update webpage for the project on a monthly basis.

Quarter 1 – Actual

- Public hearing report completed for hearing conducted on 8.25.15
- Revisions to the final draft were made to address public comments.

Explanation of project delay

- Project is on schedule.

Quarter Two – Actual

- State Planning Council approved final plan on Oct. 4, 2015.
    - See http://www.planning.ri.gov/documents/LU/energy/energy15.pdf
- Approved plan is posted on the Division website.
- Division website has been updated to reflect completed project.
- Notices of approved plan were sent to all on the "requested notice" mailing list and municipal officials in all 39 cities and towns.

Explanation of project delay

- No delay - Project is complete.

Quarter 3

- Publish approved plan on the Division of Planning website.
- Ensure that the new goals and policies of the approved Plan are clearly laid out in the comprehensive community plan guidance manual.

Quarter 3 – Actual

- This project was completed in the 2nd Quarter.

Quarter 4 – Actual

- Project is complete.

Products

- Approved State Guide Plan
- Updated webpage

Project Cost (outside of staff time): None

Project 11.5 Growth Centers Implementation

Program Area/Task: Long Range Planning

Project Manager: Nancy Hess

Supporting Staff: Jeff Davis, Kevin Flynn, Paul Gonsalves and Jared Rhodes

Project Overview
Land Use 2025 is the State's Land Use Plan that was adopted in 2006. The goals of the Plan are to address providing open space and greenways, to achieve excellence in community design, and develop first class supporting infrastructure. Implementation of *Land Use 2025* ensures that land use decisions made statewide will also enable an efficient multi-modal transportation network for the State. *Land Use 2025* poses Greater Providence as the major center for the State but also recognizes that Rhode Island is a constellation of community centers. The formation of smaller regional centers and the emergence of new centers for growth are endorsed through the future land use map (FLUM). The FLUM calls for a statewide network of centers of various sizes – of state, regional, or municipal importance interconnected at the city, town, and village levels by infrastructure corridors, supported by major employers, public services, and framed by greenspace. The network includes all municipalities at one level or another. Greenspace, special places, centers of all types and sizes, and transportation hubs and corridors are all essential elements in solid land use planning and implementing the future land use vision. This task will continue to implement the existing Plan with a particular focus on encouraging centers.

FY 16 tasks by quarter
Quarters 1 & 2

- Edit and finalize the growth centers report developed through the HUD Sustainable Communities Regional Planning Grant based on internal feedback and review by the State Planning Council and Technical Committee.
- Convene both regional and one-on one meetings with municipal planners and boards/commissions to vet the various criteria, tools and checklists in the report. Incorporate into the final report for State Planning Council approval.
- Inventory how public investments can be used to encourage municipalities to identify centers. Create an inventory by agencies of funding, other resources, and changes within regulatory approaches that can be targeted to centers to encourage their development.

Quarter 1 – Actual

- Report has been reviewed and edited by project staff, but not yet by senior staff or Technical Committee and State Planning Council.
- Draft report has been circulated externally but no comments have been received yet.
- Staff has met with the Department of Health to discuss ways to promote growth centers through Health Equity Zones.
- A list of resources previously identified as potential incentives to prioritize growth in centers was compiled.

Explanation of project delay

- Senior staff needs to be familiar and accept the document before authorizing presentation to Technical Committee and State Planning Council.
- Ongoing project staff medical absences have contributed to the delay.

Quarter 2 –Actual

- Completed development of a workshop for mixed use centers, *Making Mixed Use Centers a Reality: Revitalizing for the Long-Term*.
- Presented it to the Arctic Village Redevelopment Agency in West Warwick on October 14th.

Explanation of project delay

- Staff member (principal planner) providing project support left state employment. Position is now vacant and subsequent work is contingent upon filling the position.

Quarters 3 & 4

- Develop and establish a process for communities to identify centers in economically and environmentally sound areas for approval by the State Planning Council. Use the inventory of public investments for determining how the State can target its resources to encourage centers. Examine how to and include in the new process coordination between various state agencies and inter-agency review of proposed centers before approval of proposed centers by the State Planning Council.

Quarter 3 –Actual

- No activity

Explanation of project delay

The staff member (principal planner) providing project support left state employment. The position is now vacant and subsequent work is contingent upon filling the position.

Quarter 4 –Actual

- No Activity.

Explanation of project delay

- Staff member (principal planner) providing project support left state employment. Position is now vacant and subsequent work is contingent upon filling the position.

FY 17 tasks by quarter

Quarters 1, 2, 3, and 4

- Continue to provide guidance to municipalities on developing and including centers in municipal comprehensive community plans through use of the modules developed in the manual, *Village Guidance: Tools and Techniques for Rhode Island Communities* , completed in 2015.
- Update webpage as needed with additional information and resources on centers.

Products

- Updated Growth Centers report
- A process for proposing, evaluating, and approving centers in the State
- Inventory of state resources that can be prioritized toward centers
- Updated webpage

Project Cost (outside of staff time): None

Project 13.1 Rhode Island Land Use Training Collaborative

Program Area/Task: Technical Assistance

Project Manager: Annette Bourne, Training Manager

Supporting Staff: John Flaherty, Director of Research and Communications; Staff person to be hired for agriculture and food systems work, Nancy Hess

Project Overview
The project is designed to ensure that the municipal and state governmental boards and commissions, elected municipal officials and professional staff responsible for land use and transportation planning, have the knowledge and skills they need to effectively carry out their responsibilities. The program has 3 components:

1. Development of training and other capacity-building resources on specific strategies related to land use and the establishment of a state and regional transportation system that provides convenient and affordable transportation options, directing growth to well-designed, walkable urban and town centers that facilitate the use of multiple modes of transportation, sustainable economic development and strengthening our agricultural sector and local food system
2. Delivery of training programs;
3. Management and support for the Land Use Training Collaborative, a cooperative effort by 24 state agencies and non-profit entities to determine municipal needs for training, provide affordable training and to evaluate training effectiveness in increasing municipal land use planning capacity.
4. Power of Place Summit – contract supports a limited portion of content development and delivery of the Power of Place Summit, which provides a day-long opportunity for municipal boards, officials and staff to interface with transportation and planning professionals.

FY 16 tasks by quarter
Quarter 1

- Develop training program on topic related to mixed-use centers
- Develop training program on municipal planning for ag/food systems as a sector of sustainable economic development
- Develop training program on transportation-related topic
- Deliver 1 training program on topic related to mixed-use centers
- Deliver 1 training program on transportation-related topic
- Deliver 2 training programs on community planning/application review procedures/ special training for Planning Board Chairs
- On-going implementation of training evaluation plan

Quarter 1 – Actual

- A pilot training program on revitalizing mixed-use centers was developed in collaboration with the RI Division of Planning and The Economic Development Foundation of Rhode Island. Entitled “Making Mixed Use Centers a Reality: Revitalizing

for the Long-Term" the workshop speaks to the need for municipalities and redevelopment agencies, if applicable, to set the vision for their centers. It then offers criteria the state is setting forth in mapping and incentivizing Growth Centers, with a concluding section on working with developers.

- A new training program on agriculture as a critical element of Rhode Island's sustainable economic development was developed, entitled "Rhode Island's Farms and Forests: Gateway to Sustainable Economic Development." The training will feature recent and ongoing research regarding the contribution of state's farms and forests to the local and state economy. It will also conclude with a presentation and discussion of various land-use tools that municipalities can use to enhance these sectors.
- A forum on transportation was developed that will be hosted by the Coalition for Transportation Choices and will be translated into a municipal training on planning for enhanced public transit, such as Bus Rapid Transit (BRT), transit corridors and transportation-oriented development.
- Two application review procedure training programs were held. Writing Sound Decisions was delivered on August 17 in Middletown with 8 participants and on September 14 in Cumberland with 17 participants.
- The Training Evaluation Plan continues to be implemented through the collection of data at all workshops and trainings.

Explanation of Project Delay

- The pilot training developed for mixed use centers was not held in Q1 due to continuing development work of the topic. The pilot and full training will both be delivered in Q2.
- The initial delivery of the transportation-related training was not held in Q1 due to scheduling conflicts. It will be held in Q2.

Quarter 2

- Develop workshop for delivery at League of Cities and Towns Summit in January, 2016 and submit for approval
- Deliver 2 training programs on community planning/application review procedures/ special training for Planning Board Chairs
- Deliver 1 training programs on municipal planning for ag/food systems as a sector of sustainable economic development
- Deliver 1 training program on topic related to mixed-use centers
- On-going implementation of training evaluation plan
- Prepare report on first-year evaluation results

Quarter 2 –Actual

- Delivered 5 new or ongoing training/workshops/forums:
    - Nov.23- *Smart Growth and Community Planning* (Core municipal workshop held in Charlestown.)
    - Dec.1- *Next Stop: Making Transit Work for RI* (New joint forum with the Coalition for Transportation Choices held in Providence.)
    - Dec.8- M*aking Mixed Use Centers a Reality: Revitalizing for the Long-Term* (New workshop based on pilot developed under Task 11.5, Growth Centers held in Warren.)

    - Dec. 14- *RI State and Municipal Planning: Achieving our Mutual Goals* (new special workshop for planning chairs-designees held in Warwick.)
        - Also scheduled this workshop for the RI League of Cities and Towns Convention to be held in Quarter 3.
    - Dec.15- *RI's Farms & Forests: Gateway to Sustainable Economic Development* (New workshop held in Smithfield.)
- Implemented Training Evaluation Plan at all workshops and forums.
- Completed a report on first-year workshops with evaluation results.

Explanation of Project Delay

- Project is on schedule.

Quarter 3

- Convene meeting of Land Use Training Collaborative Partners
- On-going implementation of training evaluation plan
- <u>If accepted</u>, deliver 1 workshop at RI League of Cities and Towns Conference
- Deliver 2 training programs on community planning/application review procedures/ special training for Planning Board Chairs
- Deliver 1 training program on municipal planning for ag/food systems as a sector of sustainable economic development
- Develop 2 workshops to be delivered at Power of Place Summit

<u>Quarter 3 – Actual</u>

- Twelve members of the Grow Smart RI Land Use Training Collaborative Partners met on February 3rd.
    - reviewed trainings and other meetings related to the group's objectives
    - discussed administrative and technical issues pertaining to managing the events calendar and maintaining contact to discuss future trainings collaboratively
    - discussed the idea of making sure municipal websites feature a link to the calendar to ensure greater participation by municipal officials
- The Training Evaluation Plan continues to be implemented through the collection of data at all workshops and trainings.
- A session, "Rhode Island State and Municipal Planning: Achieving Our Mutual Goals," was presented at the RI League of Cities and Towns Annual Convention on January 28th. Approximately 25 participants attended. Presentations covered the Legal Framework for Planning in RI; the State Guide Plan; the Community Comprehensive Plan; Zoning Ordinances and Subdivision Regulations; and an overview of the Town of Barrington's state-approved Comprehensive Plan. Moderated by Scott Wolf, Executive Director of Grow Smart RI, panelists included Nancy Letendre, land-use attorney; Chelsea Siefert and Nancy Hess of RI's Statewide Planning Program; and Phil Hervey, Barrington Town Planner.
- Two core municipal training workshops were held in Quarter 3. "Writing Sound Decisions" was held on February 25 in Barrington, with 12 participants representing 7 municipalities. "Conducting Effective Land Use Reviews" was held on March 28 in East Greenwich, with 11 participants representing 8 municipalities.

- The training program on ag/food systems was delivered on March 31 in South Kingstown, with 17 participants representing 20 organizations and municipalities, including a land-use attorney that represented multiple towns. The workshop even drew a participant from Stonington, CT. Presenters included Ken Payne of the RI Agricultural Partnership, who made opening remarks; URI Prof. Tom Sproul; RI Supervising Forester Tom Abbott; and Grow Smart RI Senior Policy Analyst Scott Millar.
- Sixteen workshops are under development for Grow Smart RI's Power of Place Summit, including sessions on transportation, housing, bikeways, agriculture and food systems, economic development, climate resilience, and place-making.

Explanation of Project Delay
The project is on schedule.

Quarter 4
- Deliver 1 training program on community planning/application review procedures/ special training for Planning Board Chairs
- Deliver 1 training program on transportation-related topic (eg, Complete Streets Design Assessments)
- Deliver 2 Power of Place Summit workshops
- Deliver 1 workshop on topic related to mixed use
- Development of workshop on transportation and employment centers

Quarter 4 – Actual
- A core municipal workshop on Writing Sound Decisions was held on May 16 in South Kingstown with 15 participants representing seven municipalities.
- A newly developed workshop on Making Transit Work for Your Community was held on May 25 in Warwick.
- Sixteen workshops were delivered on June 21 at the biannual Power of Place Summit.
- The third and final delivery of Making Mixed Use Centers a Reality was held on April 7 in Burrillville with eight participants representing four municipalities and two private entities. A tour of the villages of Harrisville and Pascoag was also developed and delivered.
- A workshop on transportation and employment centers is under development and will be delivered in October 2016 and June 2017.

Explanation of Project Delay
The project is on schedule.

Products
- Delivery of 2016 Power of Place Summit
- Outlines and materials for 6 programs:
    - Training program on mixed-use centers
    - Training program on municipal planning for ag/food systems as a sector of sustainable economic development
    - Training program on transportation-related topic

    - Workshop to be delivered at League of Cities and Towns Summit (assuming that workshop proposal is accepted)
    - Two training programs to be delivered at Power of Place Summit
- Report on evaluation results

Project Cost: $87,500 ($61,000 – FHWA, $9,000 – FTA, $17,500 – Grow Smart RI)

Project 13.2 Comprehensive Plan Requirements Training

Program Area/Task: Technical Assistance

Project Manager: Chelsea Siefert

Supporting Staff: Kevin Nelson, Caitlin Greeley

Project Overview
Statewide Planning began work in FY13 on a new handbook that would provide guidance and standards for the State approval of local comprehensive plans. Recently, Statewide Planning decided to present the standards and guidance in a series of handbooks rather than a single document. The first will be a "Standards Manual" that sets forth the requirements for State approval of a comprehensive plan. The rest of the series will provide detailed explanations of the Standards as well as guidance on how to fulfill the Standards on the full array of planning topics. To assist municipalities in integrating the new guidance and standards into their comprehensive plans, staff of the Statewide Planning Program will develop, pilot and deliver a minimum of four (4) trainings to local planners and planning boards / commissions, focusing primarily on the new information presented in the handbooks. Potential topics for the training include transportation, growth centers, natural hazards, energy, and land use.

FY 16 tasks by quarter
Quarter 1
- Complete final edits and layout of the handbooks.
- Engage the Comprehensive Planning Advisory Committee and local planners for feedback on the preliminary draft; revise as needed.

Quarter 1 – Actual
- Completed final edits and layout of the handbooks.
- Received sign-off on the standards from the Comprehensive Planning Advisory Committee in July 2015.
- Held an open house with local planners to receive input in August 2015.
- Made revisions as necessary.
- Posted handbooks to Statewide Planning website.

Explanation of project delay
- Project is on schedule.

Quarter 2
- Present final draft to the Technical Committee and the State Planning Council for review, public hearing, and approval.
- Post handbooks to the Statewide Planning website.
- Meet with local planners to determine which topic areas present the biggest challenges for planners and planning boards / commissions.
- Identify priority topic areas to be covered in trainings.

- Determine the best framework for covering the identified topic areas, including approximately how many training sessions will be necessary (minimum of four).
- Begin development of draft training materials for priority topic areas.

Quarter 2 – Actual

- Presented to the Technical Committee and State Planning Council final draft of comprehensive planning standards on October 2nd and 8th.
- Held two public hearings on standards on December 7th.
- Posted handbooks to the Division website.
- Surveyed municipal planners and planning consultants to identify future topics for training and assistance needs.
- Drafted a training proposal for future topics.

Explanation of project delay

- Approval of the standards was required by the DOA Office of Regulatory Reform.

Quarters 3

- Finish development of draft training materials for priority topic areas.
- Pilot trainings for priority topic areas.
- Revise trainings for priority topic areas as necessary.

Quarter 3 – Actual

- The Technical Committee of the State Planning Council voted to recommend adoption of the standards on January 7, 2016 and the State Planning Council adopted the standards on January 14, 2016.
- Training on the general theme of comprehensive planning, including discussion of the standards and State-approval, was conducted at the RI League of Cities and Towns Conference on January 28, 2016.

Explanation of project delay

- A reduced staff level, the restructuring of the State's Transportation Improvement Program, and the submission of other statutorily mandated review projects, created staffing limitations that has resulted in the delay of the development of training sessions.

Quarter 4

- Deliver trainings on priority topic areas.

Quarter 4 – Actual

- No work was completed on this task.

Explanation of project delay

- The continued reduced staff level, continued work on the State's Transportation Improvement Program, and the submission of other statutorily mandated review projects, resulted in the delay of the development and delivery of training sessions.

Products

- Final training materials for each priority topic area

Project Cost (outside of staff time): None

Project 13.3 Planning Challenge Grants

Program Area/Task: Technical Assistance

Project Manager: Chelsea Siefert

Supporting Staff: Karen Scott

Project Overview

In FY09 Statewide Planning awarded 18 Planning Challenge Grants to municipalities and community organizations in Rhode Island. Of the 18 grantees, 2 will continue work on their grant projects in FY16. In FY12, an additional 15 Planning Challenge Grants were awarded. Of the 15 grantees, 7 will continue work on their grant projects in FY16. Statewide Planning Program staff will continue to monitor progress, review quarterly reporting and reimbursement requests and provide technical assistance to grantees as needed.

FY 16 tasks by quarter

Quarter 1

- Report on grantee progress.

Quarter 1 – Actual

- East Providence finalized work on zoning amendments. Per the last grant extension, this project is to close by the end of Q2.
- South Kingstown held final public hearings on the village center deliverables. Work is expected to be completed in Q2.
- Newport has indicated that all final deliverables and final reporting will be completed in Q2.
- RI DEM has completed work on their grant and the grant has been closed.
- Smithfield continued work on its comprehensive plans.
- URI – Sea Grant completed all final deliverables and submitted them to the State for review. Final reporting and reimbursement is anticipated for October 2015.
- Warren completed landscape design drawings for key portions of the trail. Final public hearing on the deliverables, along with final reporting and reimbursement, is expected in Q2.
- Warwick issued an RFP for consultant services.
- Woonsocket finalized design guidelines. Final public hearing on deliverables, along with final reporting and reimbursement, is expected in Q2.

Quarter 2

- Report on grantee progress.

Quarter 2 – Actual

- Four grants were completed and closed; East Providence, South Kingstown, Woonsocket, and URI – Sea Grant.

- Two grants continued ongoing work; Smithfield continued work on its comprehensive community plan and Warwick began review of RFP responses for consultant services.

Explanation of project delay

- Newport completed all activities and will produce final deliverables and final reporting next quarter.
- Warren completed all work but the final public hearing. The final deliverables, reporting and reimbursement delayed due to a change in staffing in the Town.

Quarters 3

- Report on grantee progress.

Quarter 3 – Actual

- Newport's grant was completed and closed.
- Two grants continued ongoing work: Smithfield continued work on its comprehensive community plan and Warwick continued review of RFP responses and consultant selection.

Explanation of project delay

- The Town of Warren has reported on and was reimbursed for all but 10% of their grant amount, but continue to experience project delays due to staffing changes.

Quarter 4

- Report on grantee progress.

Quarter 4 – Actual

- The Town of Warren's grant was completed and closed.
- Two grants continued ongoing work: Smithfield continued work on its comprehensive community plan and Warwick contracted with a consultant and began work.

Explanation of project delay

- The project is on schedule.

Products: Deliverables outlined in each grantee Cooperative Agreement.

Project Cost (outside of staff time):
2009 Grantees
East Providence: $22,975.25
South Kingstown: $8,000

2012 Grantees
Newport (2012): $50,000
RIDEM (2012): $20,000
Smithfield: $16,159.56
URI – Sea Grant: $10,536.92

Warren: $30,000
Warwick: $100,000
Woonsocket: $10,978.69

Project 13.4 Unified Development Review Alternative

Program Area/Task: Technical Assistance

Project Manager: Caitlin Greeley

Supporting Staff: Kevin Flynn, Kevin Nelson, Jared Rhodes and Chelsea Siefert

Project Overview
The intention of this project is to investigate and draft an alternative local development review procedure for legislative consideration. The unified development review process would be an option intended to streamline existing processes for efficiency and economic development purposes while ensuring proper coordination and review of regional land use and transportation concerns. Given the interrelationship of several related statutes, Rhode Island General Laws §45-22 Local Planning Board or Commission, §45-23 Land Development and Subdivision Review Enabling Act, and §45-24 Rhode Island Zoning Enabling Act will be reviewed to identify instances where amendments would be needed for implementation. This project was explored for viability and local interest in FY 15 by drafting a preliminary proposal and convening local planners to review and comment on the proposed amendments.

FY 16 tasks by quarter
Quarter 1

- Review comments provided at the initial stakeholders meeting
- Revise draft legislation based on stakeholder input
- Continue stakeholder engagement
    - Convene local planners to review and comment on the revised proposed amendments
    - Contact and organize meetings with other stakeholder groups including, but not limited to:
        - RI Builders Association
        - Planning Boards
        - Zoning Enforcement Officers
        - Zoning Boards

Quarter 1 – Actual

- Reviewed comments provided at the initial stakeholders meeting
- Revised draft legislation based on stakeholder input

Explanation of project delay

- Before proceeding with additional stakeholder feedback, it was decided to share the draft with the Director at this stage rather than later. Staff is awaiting feedback from Director's Office.

Quarter 2

- Revise the draft legislation based on stakeholder input
- Continue and complete stakeholder engagement

- Complete an internal review of legislation with:
    - Statewide Planning Staff
    - State Departments
    - Governor's Office

Quarter 2 – Actual

- Completed stakeholder engagement by:
    - Emailing draft legislation to municipal planners.
    - Conducting a workshop for the building community with the RI Builders Association on Nov. 18th, (together with Project 13.5)
- Completed an internal review of legislation with staff, and Director of DOA.
- Sent final draft to Governor's Office and completed minor revisions from their feedback.

Explanation of project delay

- Project is on schedule.

Quarter 3

- Identify and partner with sponsor to propose bill to the General Assembly
- Track legislation
- Draft position paper
- Write and send letters to committees

Quarter 3 – Actual

- Identified and partnered with Rep. Shekarchi who sponsored the bill (introduced on 3/3/16)
- Monitored bill progress and testified at hearing of the house municipal affairs committee on 3/4/16
- Drafted a letter in support of the bill
- Continue to monitor bill

Explanation of project delay

- Project is on schedule.

Quarter 4

- Track legislation
- Finalize legislation

Quarter 4 – Actual

- Continued to monitor bill
- Final outcome is pending General Assembly action

Explanation of project delay

- Project is on schedule.

FY 17 tasks by quarter

Quarter 1

- Disseminate information regarding the amendments to planners, planning boards, zoning enforcement officers, zoning boards, and other stakeholder groups and interested parties
- Develop training and educational materials
- Deliver training

Products

- Position paper
- Letters to committees
- Revised legislation
- Educational materials

Project Cost (outside of staff time): None

Project 13.5 Disaster Zoning Variance Legislation

Program Area/Task: Technical Assistance

Project Manager: Chelsea Siefert

Supporting Staff: Kevin Flynn, Jared Rhodes, Kevin Nelson, Laura Sullivan (OHCD)

Project Overview
In an effort to make the state's permitting processes more flexible, Statewide Planning and the Office of Housing and Community Development have been working on draft legislation for expedited variance review after a declared disaster. The current draft legislation modifies the notice and hearing requirements to account for post-disaster displacement of residents and provides zoning officials the ability to expedite the review process to allow for a quicker return to daily life. During FY16, Statewide Planning will vet the draft legislation with stakeholders, local planners, and other interested parties and work with the Department of Administration Director's Office and the Governor's Office to introduce and support passage of the legislation.

FY 16 tasks by quarter
Quarter 1

- Review draft legislation with state agency officials, including the State Building Code Commissioner, representatives from the RI Department of Administration Director's Office, RI Emergency Management Agency, and the RI Coastal Resource Management Council, and revise as necessary.
- Review draft legislation with local planners and revise as necessary.

Quarter 1 – Actual

- Reviewed the draft legislation with state agency officials, including the State Building Code Commissioner, the RI Emergency Management Agency and the RI Coastal Management Council.
- Made revisions to the draft legislation based on feedback received.
- Submitted the draft legislation to the RI Department of Administration Director's Office; awaiting response.

Explanation of project delay

- This project is on schedule.

Quarter 2

- Finalize draft legislation and submit to the Governor's Office for review.
- Prepare talking points on the legislation for the Department of Administration Director's Office and the Governor's Office.

Quarter 2 – Actual

- Completed an internal review of legislation with staff and DOA Director.
- Conducted a workshop for the building community with the RI Builders Association on Nov. 18th, (together with Project 13.4.)

- Sent a draft to the Governor's Office for review.
- Talking points were prepared for the DOA Director and Governor's Offices.

Explanation of project delay
- Project is on schedule.

Quarters 3 and 4
- Track the legislation throughout the legislative session.
- Prepare position papers and letters to the legislative committees as needed.
- Testify in support of the legislation at the legislative committee hearings.

Quarter 3 – Actual
- Monitored the General Assembly daily introductions to determine if the legislation had been introduced. Identified a Senate introduction date of March 31, 2016 as bill S-2882. The bill was not scheduled for hearing during Quarter 3.

Explanation of project delay
- Project is on schedule.

Quarter 4 – Actual
- Monitored House daily introductions to determine if the legislation had been introduced.
- Monitored Senate committee calendars for potential hearing dates.
- Final outcome pending General Assembly action.

Explanation of project delay
Project is on schedule.

Products
- Disaster Variance Legislation

Project Cost (outside of staff time): None

Project 15.1 –Socio-Economics of Sea Level Rise

Program Area/Task: Data Development and Analysis

Project Manager: Vin Flood

Supporting Staff: Ben Jacobs, Principal Planner, Planning Information Section

Project Overview:
Utilize latest Rhode Island e911building points and Census data to identify households and buildings and examine current socioeconomics of populations vulnerable to projected sea level rise scenarios as illustrated in the Vulnerability of Transportation Assets to Sea Level Rise published by the Statewide Planning Program in 2015.

This information can assist municipalities in incorporating climate change into local comprehensive plans, and hazard mitigation plans, and help guide the prioritization of capital improvement projects in the future.

In addition to providing a current snapshot of current populations, with a particular eye on Environmental Justice and Title VI identified populations that might be impacted at mean higher high water plus 1, 3 and 5 feet of sea level rise, the project will estimate the impact on the following:

1. Displaced population (number of households);
2. Expected number of buildings impacted, and public facilities
3. Building related economic loss

FY 16 tasks by quarter
Quarter 1

- Review and determine which data variables to include in the socioeconomic profile of populations that might be impacted inside 1, 3 and 5 feet of sea level rise.
- Obtain most current e911 data points needed for GIS
- Determine which level of Census geography to utilize and a methodology for accounting for zones being split by the extents of the SLR inundation zones.

Quarter 1 – Actual

- After review, Census and ACS variables available at the block group level have been identified for inclusion in the socioeconomic profile of populations that might be impacted inside 1, 3 and 5 feet of sea level rise.
- Most current e911 data points are currently available and selection sets have been created utilizing the 1, 3 and 5 foot inundation zones in GIS.
- After thorough analyzation between tract level and U.S. Census block group data, block group data was selected for a more detailed analyzation at a more localized level.
- Currently in communication with CRMC and CRC to identify opportunities for collaboration and sharing of ideas. The team has also been in contact with Climate

Central representatives (host Surging Seas website) to discuss project methodology and data sources.

Explanation of project delay

- Project is on schedule.

Quarter 2

- Develop tables, infographics, and maps and develop fact sheets for each of the 21 coastal communities in the state.

Quarter 2 Actual

- Created a layout/template for community factsheets with tables and graphics.
- Updated data variables by category: social/demographic, economic-business, and housing to reflect additional variables for business economics.
- Finalized list of variables to be shared with CARIS group for feedback.
- Examined comprehensive plan standards for consistency with requested data and data availability.

Explanation of project delay

- Project is on schedule.

Quarter 3

- Develop draft report of tables, fact sheets and map
- Revise and finalize report and community factsheets

Quarter 3 Actual

- Internally reviewed draft factsheet template and variables data
- Upon internal review, additional analysis was requested, (in progress)
- Developed revised draft factsheet template and data variables analysis format
- Developed PowerPoint presentation for the EC4 to present draft factsheet, present project methodology, and to solicit feedback

Explanation of project delay

Project progress was delayed due to the substantial analysis and to staff assignment to the 2017-2025 Transportation Improvement Program (TIP) this quarter. With the TIP coming to a close, increased efforts will be re-channeled toward this Task in an effort to complete this project in the 4th quarter on schedule.

Quarter 4

- Solicit feedback from staff and various outside agency staff
- Finalize and post on RISPP website the report products.

Quarter 4 Actual

- Selected pilot community (Warwick) for analysis, and to finalize data variables and methodology.

- Prepared PowerPoint presentation for the EC4 to present project methodology, key data findings, and maps.
- Presented PowerPoint in a series of internal reviews in preparation for the EC4. Solicited internal feedback and finalize methodology, data and slides to present.
- Applied methodology to the remaining 20 coastal communities as well as an overview factsheet for the state of Rhode Island.
- Completed an overview report which includes information on the 21 coastal communities.
- Finalized all factsheets and posted report online

Explanation of project delay

- The project is on schedule.

Products

- Factsheets of socioeconomic variables for each coastal community
- Maps identifying various populations at risk and households and buildings that fall within each inundation zone
- Tables summarizing displaced population and potential economic losses in each community
- Report, posted online, that summarizes methodology, and presents findings

Project Cost (outside of staff time)

- None anticipated

Project 15.2 – Migration Technical Paper

Project Title: Technical Paper on Migration in Rhode Island

Project Manager: Vincent Flood

Supporting Staff: New Hire

Project Overview
This project from FY 2015 will carry over into the 1st Quarter of 2016 as an update to the 2007 Technical Paper 159 - Destination Rhode Island: Domestic and International Migration in the Ocean State. This Technical Paper will use Census data, IRS data, and other data as appropriate to analyze international and domestic in- and out-migration and demographic characteristics of migrants where possible.

FY16 tasks by quarter

Quarter 1
- Finalize tables and graphs to accompany draft Technical Paper
- Internal review
- Revisions
- Final draft and presentations as appropriate

Quarter 1 Actual
- There has been no Activity on this project this quarter

Explanation of Project Delay
- This project has been delayed as a result of staff efforts directed towards the development of the MPO Equity Benefit Analysis that will evaluate Title VI and Environmental Justice populations including low income and Limited English Proficient populations.

Quarter 2 Actual
- Drafted an outline for update.
- Created a list of data tables included and determined if the data is still available.
- Downloaded applicable 2014 5-year ACS estimates for establishing geographic mobility trends.

Explanation of project delay
- Project is back on schedule per updated project outline/timeline and completion is anticipated by the end of the FY.

Quarter 3 Actual
- Used the outline for the update to create a new template for the technical paper.
- Began populating template with updated data tables, visualizations and textual content.

Explanation of project delay

- Project was delayed due to staff time required to prepare the Transportation Improvement Program (TIP). With TIP work coming to a close, we anticipate increase efforts channeled toward completing this project.

Quarter 4 Actual

- Continued populating template with updated data tables, visualizations, and textual content for the updated technical paper.
- Downloaded data previously unavailable from the IRS to be used for the in- and out-migration data.

Explanation of project delay

Completion of project is delayed due to constraints on staff resources and higher priorities at Statewide Planning and is expected to be completed in FY17.

Products

- Technical Paper and Excel tables, if applicable (available online)

Project Cost (outside of staff time)

- None anticipated

Project 15.3 Travel Demand Model Update and Maintenance

Program Area/Task: Data Development and Analysis

Project Manager: Linsey Callaghan

Supporting Staff: Benjamin Jacobs, Chris Witt

Project Overview

In conjunction with consultants Vanasse Hangen Brustlin, Inc. (VHB), staff is working to make necessary updates to the current travel demand model, the Rhode Island Statewide Model (RISM). Necessitated by the 2010 Census data, the opportunity is being used to improve the model and expand its capacity. In addition to increased detail and accuracy, the enhanced RISM will include a connection to real-time INRIX data via sub-consultant TrafInfo. In addition, a rail mode will be incorporated into the RISM. This project was initiated in FY 14.

FY 16 tasks by quarter

Quarter 1

- Finalize bus route system
- Incorporate INRIX data into model
- Finalize land use forecasting data – projected population, households, and employment by U.S. Census track
- Incorporate land use forecasting data into model
- Draft updates to Technical Paper 157 - Statewide Travel Model Update

Quarter 1 – Actual

- Finalized bus route system
- Incorporated INRIX data into model

Explanation of project delay

- Ongoing attempts to finalize land use forecasts have delayed finalization of the project. It is anticipated that the land use forecasts will be finalized in Q2.

Quarter 2

- Continue to update Technical Paper 157 - Statewide Travel Model Update
- Calibrate RISM to real world data
- Run model for forecasted time periods
- Incorporate rail into RISM

Quarter 2 – Actual

- Incorporated land use forecasting data into model and finalized projected population, households, and employment by U.S. Census track.
- Continued to update Technical Paper 157 - Statewide Travel Model Update.
- Calibrated RISM to real world data and ran model for forecasted time periods.

Explanation of project delay

- Finalization of land use forecast delayed the project.
- Compliance with DBE requirement for consultant (VHB) was an issue. A DBE sub-consultant was hired to incorporate rail into the RISM. Delay occurred because the new sub-consultant required approval by RIDOA and RIDOT.

Quarter 3

- Receive completed RISM from VHB
- Finalize Technical Paper 157 - Statewide Travel Model Update
- Present model and updated technical paper to TAC, Technical Committee, State Planning Council

Quarter 3 – Actual

- Approval of the work assigned to DBE subconsultants was approved by RIDOA and RIDOT and work was initialed on the transit rail module and data organization elements of RISM.

Explanation of project delay

- Subconsultant approval delayed project timeline.

Quarter 4

- Update Statewide Planning website with updated model information and documentation

Quarter 4 – Actual

- Completed work on the transit rail module and data organization elements of the RISM.
- Completed updates to Technical Paper 157 – Statewide Travel Model Update.
- Updated RISPP website with updated model information and documentation.
- Identified future potential investments and the associated priorities for the RISM.
- Developed and released an RFP for consultant support to maintain and update the RISM.

Explanation of project delay

- Project is on schedule.

Products

- Updated RISM and associated TransCAD and ESRI GIS data
- Technical Paper 157 - Statewide Travel Model Update

Project Cost: Current Contract - $172,074 currently remaining on VHB contract ($113,348 FHWA, $24,311 FTA, $34,415 RIDOT). New contract - $30,000 model maintenance ($18,000 FHWA, $6,000 FTA, $6,000 RIDOT)

Project 15.4 Land Use/Land Cover Analysis

Program Area/Task: Data Development and Analysis

Project Manager: Nancy Hess

Supporting Staff: Vincent Flood, Christina Delage Baza, Paul Gonsalves

Project Overview
Understanding land use change is a very important aspect of managing growth and understanding its impacts on the transportation systems in the State. Tracking urbanization and its impacts on existing development, infrastructure, open space, forests, and agricultural lands is a priority issue for the State. This project will use the new 2011 and other historical land use/ land cover data to create a time series analysis of land use trends for the time period of 1988 to 2011 through GIS analysis. Another objective is to identify shifts in land use trends occurring since the adoption of *Land Use 2025* and *Transportation 2030* to illustrate impacts of smart growth goals and policies from those plans. The GIS findings will be assessed and used to write a technical paper that will serve as a resource for the future update of *Land Use 2025*. The final paper will be distributed via the Division's website and electronic media.

FY 16 tasks by quarter:
Quarter 1

- Develop thesis for the paper, draft outline of approach, outline GIS methodology and develop GIS model and determine other RIGIS data layers to be used.

Quarter 1 – Actual

- None

Explanation of project delay

- Delay of update to Energy Plan (Task 11.4) coordination of DEM Staff on writing the Watershed Plan (Task 11.3), and functional oversight on the Growth Centers Project (Task 11.5) encompassed all of staff time.

Quarter 2 - Actual

- Researched technical land use land cover time sequencing methodologies.
- Contacted Brown University Earth Science Center and discussed obtaining GIS analysis.

Explanation of project delay

- Staff resources are minimal; GIS Technician is on maternity leave and RIGIS Coordinator left the Division.

Quarters 2, 3, 4

- Assemble data and implement GIS model & analysis
- Continue GIS analysis, initiate analysis of preliminary results and begin writing of paper

- Assemble preliminary draft of paper, and draft metadata for GIS layer files produced. Complete final draft of paper & publication. Finalize metadata for GIS layer files and distribute through RIGIS.

Quarter 3 - Actual

- Interviewed Brown University Earth Science Center's GIS Manager and student for the Spring 2016 semester availability and work capabilities.
- Developed desired analysis, outline of procedure, a timeline and work products with Brown University for a revised project.
- Reviewed and commented on content/mapping of bi-weekly progress reports and initial analysis results/maps from student.
- Conducted a project review meeting with student about comments about analysis and set completion schedule for project.

Explanation of project delay

- Due to constraints on GIS staff resources, the revised project is schedule for completion in FY17, Quarter 2.

Quarter 4 - Actual

- Reclassified RIGIS LULC data layers from 1988, 1995, 2003/04, and 2011 as developed or undeveloped to match land suitability analysis in *Land Use 2025* methodology. Created draft PDF maps of reclassified land.
- Examined each land use class for percent changes from year to year and from 1988 to 2011. Analyzed 3 areas; the entire State, areas within the Urban Service Boundary (USB), and areas outside of the USB. Created draft individual and overview maps and statistical spreadsheets.
- Began analyzing the spreadsheets, to identify and understand overall land use changes between 2004 and 2011, quantify the land use changes inside and outside the USB, and identify the 3 most significant contributors to these land use changes.
- Created draft bar graphs for comparing the amount of land use for change specific generalized land use classes experienced inside and outside of the USB.
- Began analyzing the density of land use changes, and hotspots of land use changes.
- Began drafting methods / decisions document.

Explanation of project delay

- None. Revised project is back on schedule.

Products

- Technical Paper
- RIGIS layer files
- Updated webpage

Project Cost (outside of staff time): None

Project 15.5 Vehicle Probe Project Software Suite/INRIX Data

Program Area/Task: Data Development and Analysis

Project Manager: Lori Fisette

Supporting Staff: Mike Wreh

Project Overview
Since 2011, the University of Maryland has hosted Vehicle Probe Project (VPP) Suite for I-95 Corridor Coalition members through a series of federal and state grants. The grant funding has run out and each state is being asked to contribute funding to retain access to these tools. The VPP Suite provides a set of tools for analyzing and generating reports using the INRIX data, which are currently used to create RIDOT's Transportation Management Center's monthly Performance Measures reports. The VPP Suite is also very useful in responding to information requests regarding congestion around the state. The VPP Suite's Bottleneck Ranking, Congestion Scan, and User Delay Cost tools could help with planning future transportation projects, and are also key pieces of the State's Congestion Management Process. In addition, the VPP Suite archives and helps the State analyze the data by providing reporting and visualization tools. Without it, RIDOT would need to devise a storage method and alternative method to generating required performance measures reports.

FY 16 tasks by quarter
Quarter 1
- Fund VPP Software Suite

Quarter 1 – Actual
- Currently an agreement with HERE via the University of Maryland is in process. The agreement is expected on 10/16/15. At that time, a P.O. will be obtained for services.

Explanation of project delay
- The agreement expired in June 2015, at that time the Department was asked to evaluate our partnership with the I-95 Coalition and the data that is obtained through the Coalition

Quarter 2, 3, 4
- Use the VPP Suite, including INRIX data for planning purposes

Quarter 2 – Actual
- Purchase order issued.
- Membership fee has been paid.

Explanation of project delay
- Agreement between HERE and RIDOT remains under review. It is unclear at this time if RIDOT will proceed with this agreement.

- The agreement expired in June 2015, at that time the Department was asked to evaluate our partnership with the I-95 Coalition and the data that is obtained through the Coalition. The evaluation is still ongoing.

Quarter 3 – Actual

- No activity on this project.

Explanation of project delay

- It still remains unclear at this time if RIDOT will proceed with the agreement with HERE.
- The agreement expired in June 2015, at that time RIDOT was asked to evaluate their partnership with the I-95 Coalition and the data that is obtained through the Coalition. The evaluation is ongoing.

Quarter 4 – Actual

- No activity on this project.

Explanation of project delay

- It still remains unclear at this time if RIDOT will proceed with the agreement with HERE.
- The agreement expired in June 2015, at that time RIDOT was asked to evaluate their partnership with the I- 95 Coalition and the data that is obtained through the Coalition. The evaluation is still ongoing.

Products

- Access to VPP Software Suite with INRIX data

Project Cost: $263,113 ($105,245 FHWA, $157,868 RIDOT)

Project 16.1 – Sustaining and Enhancing Access to the RIGIS Geospatial Database

Program Area/Task: Data Delivery

Project Manager: Shane White

Supporting Staff: URI: Gregory Bonayge, Erica Tefft, Undergraduate Student Assistant
RISPP: Vincent Flood

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 (http://www.edc.uri.edu/rigis). Primary function of this project is to incorporate new data contributions by RIGIS partners, and maintain the underlying software and hardware systems that support the clearinghouse. The geospatial data distributed by RIGIS with URI EDC support are imperative for numerous ongoing transportation planning initiatives.

Highlights of this year's project will be the continued development of the new next-generation RIGIS data clearinghouse website, and a hands-on metadata training workshop for up to 20 RIGIS data stewards. This workshop will meet a strong need for continuing education on user-friendly approaches to writing effective metadata for datasets intended for distribution via RIGIS.

Ongoing tasks that are completed on a regular basis:

- Process and publish approximately 25 dataset contributions.
    - Note: This task will be given highest priority over all other deliverables described in this proposal.
    - Example data contributions
        - RI E-911 roads, driveways, and building addresses.
        - RIPTA bus routes and bus stops.
        - Sea level rise analysis results.
    - Review metadata and overall integrity of dataset contributions.
        - Work with contributors to improve metadata as necessary.
    - Import updated datasets into the three separate geodatabases that support the services that URI provides the RIGIS community.
    - Publish dataset contributions to RIGIS website.
    - Update existing RI Digital Atlas map services and associated documentation that feature updated data, as applicable.
- Respond to requests for technical assistance.

- Continue maintaining server systems that support RIGIS data distribution.

    - Install patches and updates for virtualization host software, operating systems, and software applications
    - Maintain and repair hardware
    - Plan for, purchase, and install new hardware
    - Monitor network traffic and optimize
- Maintain RIGIS data distribution website
    - Examples
        - Making minor improvements and cosmetic fixes
        - Performing bug diagnostics and fixes
        - Applying security patches
- Continue developing and maintaining the RI E-911 transportation data-redlining app, as RI E-911 shares updated transportation data with RIGIS.
    - Make any necessary configuration adjustments to the app to keep pace with regular manufacturer changes to ArcGIS Online
    - Ensure that the most recent RI E-911 data available from RIGIS are featured
        - This data will be developed in coordination with RIDOT to meet FHWA ARNOLD requirements and guidance as part of MAP-21
    - Provide guidance to RI E-911 staff on the use of the app as needed
- As time permits, acquire, process, and publish open datasets that are available from other organizations (e.g. US Census Bureau, USDA NRCS) that would likely be of wide interest to the RIGIS community.
- As time permits, continue collaborating on ad hoc transportation data development projects with RIPTA, RIDOT, and RI E-911.
    - Examples
        - Assist RIPTA with modernizing their methodology for calculating directional route miles for their bus routes
        - Assist RI E-911 with building off-line repositories of the most recent available statewide orthophotographs

FY16 tasks by quarter

Quarter 1

- Public release of new RIGIS website.
- Quarterly online or in-person meeting with RIGIS Coordinator, with additional meetings as needed.
- Attend quarterly RIGIS Executive Committee meeting.
- Produce three monthly technical assistance summaries.
- Publish quarterly blog post summarizing new and updated datasets published to RIGIS.
- Publish quarterly geodatabase update.
- Design, develop, and implement new dataset publication status reporting resource.

Quarter 1 - Actual

- Processed and published 6 new and 7 updated datasets. Re-titled five other datasets as part of a reorganization of the "Administrative and Political Boundaries" data download area.
- Public release of new RIGIS website delayed (see below for explanation).
- Hosted a quarterly online meeting with RIGIS Coordinator

- Attended quarterly RIGIS Executive Committee meeting
- Produced three monthly technical assistance summaries.
- Published a quarterly blog post summarizing new and updated datasets published to RIGIS.
- Published a quarterly geodatabase update.
- Designed, developed, and implemented a new dataset publication status reporting resource.
- Provided technical support to both the RI Department of Transportation and the RI Department of Health with preparing datasets for distribution via RIGIS.
- Responded to 13 requests for technical assistance.
- Updated 4 map services that utilize the RI E-911 data updates that were released this quarter. Two of these services are used by the RI E-911 transportation data-redlining application.

Explanation of Project Delay

- Public release of new RIGIS website is now anticipated for November 2015. Additional time is needed for our undergraduate student developer to complete coding data download access for tiled raster data (e.g. orthophotography), replicating functionality on the existing RIGIS website. The additional time is also being used to complete designing and building the new "Maps" section, and solve approximately 6 lingering bugs. In the meantime, the existing RIGIS website continues to be updated as needed with new datasets that are shared with RIGIS for distribution.

Quarter 2

- Quarterly online or in-person meeting with RIGIS Coordinator, with additional meetings as needed.
- Attend quarterly RIGIS Executive Committee meeting.
- Produce three monthly technical assistance summaries.
- Publish quarterly blog post summarizing new and updated datasets published to RIGIS.
- Publish quarterly geodatabase update.

Quarter 2 Actual

- Interim RIGIS Coordinator hosted RIGIS quarterly meeting on December 21st.
- Compiled monthly technical assistance summaries for 3 months of quarter.
- Continued maintenance of RIGIS website; posted 8 new and updated datasets.
- Continued development and loading content, including datasets for new RIGIS website:
    - Completed "Maps" section with references to known municipal-based online parcel viewing applications.
    - Conducted in-house text review of website; spell and grammar checked.
    - Created new ArcGIS Online-based apps for downloading tiled datasets (e.g. aerial photographs and other raster data).
    - Acquired, processed, and posted US Topo Maps and Rhode Island Coastal 2014 USGS CMGP Sandy Elevation data products.
    - Provided the new website's download URL for comprehensive plan manual.

Explanation of Project Delay

- New website is functionally complete but layout and appearance issues still remain. Loading content took longer than anticipated. Cascading style sheets (CSS) and cross-browser compatibility were an unexpected challenge.CSS is used to control placement of content on the new web pages. Older web browsers do not use uniform standards, requiring creation of “workarounds”. Implementation of "search engine optimized" (SEO) URLs is also taking longer than anticipated.
- RIGIS Executive Committee meeting scheduled for December 17th was postposed to January 21, 2016.

Quarter 3 Actual

- Hosted a quarterly meeting with the interim RIGIS Coordinator on February 25, 2016.
- Attended RIGIS Executive Committee meetings on January 21, 2016 and March 17, 2016.
- Provided monthly technical assistance summaries on January 4, February 1, and March 1, 2016.
- Published blog posts on February 17, February 25, and March 9, 2016. These posts highlighted new datasets available from RIGIS, and freely available data from the Homeland Security Infrastructure Program.
- Published a quarterly geodatabase update on January 4, 2016.
- Continued maintaining the current RIGIS website, posting 19 new and 12 updated datasets, including new coastal orthophotographs and lidar data obtained from NOAA.
- Continued development of the new RIGIS website.
    - Completed CSS development.
    - Completed data description pages (originally planned as a Quarter 4 deliverable)
    - Completed implementation of "search engine optimized" (SEO) URLs
    - Completed loading all remaining planned content, including datasets
    - Updated and/or recreated centroid index datasets for the following historical aerial photograph collections:
        - 1939, 1962, 1972, 1976, 1981, 1988, and 1992. These indexes were missing some files, and in many cases, file names listed in the original index were offset by one number. Indexes were inspected and updated as necessary using mosaic datasets, and referencing the existing HTML map images on the “old” RIGIS website as needed.
        - The 1951-1951 centroid index could not be updated due to many missing files, and the remaining files being mistitled. A new index file was built using a mosaic dataset of (unreleased) georeferenced images. The original scanned TIF files were also converted to JPEG2000 format, supporting a long-term goal to phase out the use of proprietary MrSID format files for RIGIS data distribution.
    - Added more FAQ items to the information page.
    - Diagnosed and fixed approximately twenty minor bugs.
    - Completed internal and public beta testing periods.
        - Fixed small number typos and incorrect URLs. No new functionality requested by reviewers.
    - Website released to the public on April 6, 2016.

- Developed educational materials for metadata workshop. These materials are available via http://www.rigis.org/metadata_resources.
- Conducted metadata workshop on March 25, 2016. 15 attendees. Given the strong interest, a second workshop is schedule for June 1, 2016. To date, 17 have registered for this second offering.
- Successfully completed a server network reconfiguration project. This resulted in RIGIS website data download speeds that are approximately 10x faster than those previously attainable under the previous configuration.

Explanation of Project Delay

- Project is on schedule.

Quarter 3

- Quarterly online or in-person meeting with RIGIS Coordinator, with additional meetings as needed.
- Attend quarterly RIGIS Executive Committee meeting.
- Produce three monthly technical assistance summaries.
- Publish quarterly blog post summarizing new and updated datasets published to RIGIS.
- Publish quarterly geodatabase update.

Quarter 4

- Quarterly online or in-person meeting with RIGIS Coordinator, with additional meetings as needed.
- Attend quarterly RIGIS Executive Committee meeting.
- Produce three monthly technical assistance summaries.
- Publish quarterly blog post summarizing new and updated datasets published to RIGIS.
- Publish quarterly geodatabase update.
- Hold hands-on metadata training
- Release new RIGIS website feature: detailed vector dataset description pages.

Quarter 4 Actual

- Quarterly meeting with the interim RIGIS Coordinator June 2016.
- Attended RIGIS Executive Committee meeting on June 16, 2016.
- Provided monthly technical assistance summaries on April 4, May 4. and June 1, 2016.
- Published blog posts on April 4 and April 6; one discussing the first RIGIS metadata workshop, and a second introducing users to the new website.
- Published a quarterly geodatabase update on April 4, 2016.
- Continued maintaining the current RIGIS website, posting 2 new and 10 updated datasets, including an refreshed version of previously released USGS LiDAR and the NOAA topobathy LiDAR data.
- Completed development of the new RIGIS website.
    - Website released to the public on April 6, 2016.
    - Five minor bugs identified and fixed.
    - Old website retired, and permanent redirects put into place to guide users and search engines to the new website which is located at a new URL.

- Updated educational materials for 2nd metadata workshop June 1, 2016. These materials are available via http://www.rigis.org/metadata_resources.
    - the metadata workshop ran concurrently with a webinar to allow for maximum attendees. Approximately 15 attended for the in-person workshop, and 10 plus logged in for the webinar.

Explanation of Project Delay (Not applicable.)

Project Deliverables

- Closed beta testing and subsequent public release of the new RIGIS data distribution website.
- One hands-on geospatial metadata authors' workshop for approximately 20 students. Includes approximately 10 instructional hours and 10 open office hours distributed between one in-person session at the University of Rhode Island's Kingston or Narragansett Bay Campus, and the remainder online via an online meeting service.
- 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.
- 12 monthly requests for technical assistance summaries.
- At least 150 metadata records updated with the new URL of the new RIGIS data distribution website.
- Rhode Island state government agencies and the general public alike continue to enjoy reliable access to the RIGIS data distribution website.

Project Cost (outside of staff time): $62,500 (FHWA - $42,500, FTA - $7,500, URI - $12,500)

Project 16.2 RIGIS Database Audit

Program Area/Task: Data Delivery

Project Manager: Shane White

Supporting Staff: RIGIS Data Management Working Group, Vincent Flood

Project Overview
To support RISPP and RIDOT needs, work with the RIGIS community and RIGIS database stewards to perform a complete inventory of all high priority datasets. Determine which datasets require updating to be (more) useful, who is the steward for each, and what are their update plans. Identify new high priority datasets that are needed to enhance the RIGIS database, and research potential sources to find the most appropriate candidates. For all changes to the RIGIS database, work with stewards to bring them up-to-date with current metadata update tools and requirements.

FY 16 tasks by quarter

Quarter 1

- Survey stakeholders for their use of current RIGIS datasets, which ones are too outdated to fully support their efforts, and which new datasets are needed to meet their needs. A very complete list of possible geospatial datasets can be found in the NSGIC GIS Inventory (http://gisinventory.net/).

Quarter 1 Actual

- There has been no Activity on this project this quarter

Explanation of Project Delay

- This project has been delayed due to GIS staff efforts directed towards further enhancing the FY 2015 UPWP project creating a State Properties dataset with additional digital source data received from RIHPHC, RIDOA and RIEMA this quarter.

Quarter 2

- Determine the steward for each existing high priority dataset. Research potential sources for new RIGIS datasets, and determine the best source from candidates.

Quarter 2 Actual

- Held workshop for agencies about how to make comments and edits using ArcGIS online.

Explanation of Project Delay

- Continued to address comments and corrections to draft state properties dataset.
- Staff member (RIGIS Coordinator) assigned to this project left the Division. Position is now vacant and subsequent work is contingent upon filling the position.

Quarter 3

- Obtain updated information for as many high priority datasets as possible, including the data and its metadata. Document the update schedule for all high priority datasets.

Quarter 3 Actual

- No activity this quarter

Explanation of Project Delay

- Continued to address comments and corrections to draft state properties dataset.
- Staff member (RIGIS Coordinator) assigned to this project left the Division. The position is now vacant and subsequent work is contingent upon filling the position.

Quarter 4

- Work with all data stewards to create or update metadata that is required for inclusion in the RIGIS database.

Quarter 4 Actual

- Due to constraints on staff resources, there was no activity on this project.

Products

- Updated RIGIS datasets, including updated metadata
- New RIGIS datasets with acceptable metadata

Project Cost (outside of staff time)
None anticipated

Project 16.3 – RI Municipal GIS Online Status Map

Program Area/Task: Data Delivery

Project Manager: Shane White

Supporting Staff: RIGIS Outreach Working Group, Vincent Flood

Project Overview
Using the results from a statewide Comprehensive Plan map layer inventory performed by past RISPP GIS interns, and from the second Municipal GIS survey performed by the RIGIS Outreach Working Group, develop an inventory of unique GIS datasets available from each RI municipality. Obtain confirmation and approval to publicize this information along with municipal web page references and contact information for each RI municipality. Create one or more online maps for inclusion in the RIGIS website to assist with the exploration of municipal GIS datasets.

FY 16 tasks by quarter
Quarter 1

- Compare the completed spreadsheet of RI towns by Comprehensive Plan map GIS data layers against the RIGIS database to determine which datasets might have been provided by the municipality.

Quarter 1 Actual

- There has been no Activity on this project this quarter

Explanation of Project Delay

- This project has been delayed due to GIS staff efforts directed towards further enhancing the FY 2015 UPWP project creating a State Properties dataset with additional digital source data received from RIHPHC, RIDOA and RIEMA this quarter.

Quarter 2

- Obtain all GIS datasets used in each municipality's Comprehensive Plan maps and digitally compare them to any existing RIGIS database counterparts. Where it appears that a municipality used their own data to create a Comprehensive Plan map, verify this assumption by contacting the municipality's planner or GIS point-of-contact.

Quarter 2 Actual

- No activity this quarter

Explanation of Project Delay

- Staff member (RIGIS Coordinator) assigned to this project left the Division. Position is now vacant and subsequent work is contingent upon filling the position.

Quarter 3

- For each town, determine whether they are willing and able to provide current download links for each dataset, or to a web page where each dataset can be downloaded and/or accessed via map/data/image services. As a last resort, gather GIS point-of-contact information for requesting municipal datasets.

Quarter 3 Actual

- No activity this quarter

Explanation of Project Delay

- Staff member (RIGIS Coordinator) assigned to this project left the Division. The position is now vacant and subsequent work is contingent upon filling the position.

Quarter 4

- With this information, create one or more online maps and make them available via the RIGIS website. Identify other ways to publicize this information.

Quarter 4 Actual

- No activity this quarter due to Staff constraints. Staff member (RIGIS Coordinator) assigned to this project left the Division. The position remains vacant and subsequent work is contingent upon filling the position.

Products

- Database table of available municipal GIS data layers including download and/or access links
- Database table of municipal GIS points-of-contact
- Online map(s) providing easy access to this new information

Project Cost (outside of staff time)
None anticipated

Project 17.1 Public Participation Guide

Program Area/Task: Equity and Public Outreach

Project Manager: Michael C. Moan

Supporting Staff: Linsey Callaghan, Siobhan O'Kane

Project Overview: Develop and adopt a new MPO Public Participation Plan to replace the 2007 Public Participation Guide.

FY 16 tasks by quarter

Quarter 1

- Distribute final draft Plan to the Advisory Committee
- Convene Advisory Committee for review and comment of final draft Plan.
- Incorporate Committee's feedback into final draft Plan.
- Send final draft to TAC

Quarter 1 – Actual

- Draft plan is being revised after internal review.

Explanation of project delay

- Draft plan undergoing in-house review and revisions.
- Advisory Committee will be convened in Q2 once Plan's revisions are complete.

Quarter 2

- Distribute and present draft Public Participation Plan to TAC, Technical Committee, and State Planning Council and request public hearing date
- Hold public hearing and public comment period on Public Participation Plan.
- Develop Public Hearing and Comment Period Report summarizing all public comments and responses.
- Incorporate appropriate comments and finalize Public Participation Plan.
- Develop updated Public Participation Brochure (English and Spanish) and post on website.
- Update website content to reflect updated Plan.

Quarter 2 – Actual

- Draft plan is still being revised after internal review.

Explanation of project delay

- Limited staff resources have led to the delay and draft plan is still undergoing in-house review and revisions.

Quarter 3 – Actual

- Draft plan is still being revised after internal review

Explanation of project delay

- Limited staff resources have led to the delay.

Quarter 4 – Actual

- Draft plan is still being revised after internal review.

Explanation of project delay

- Limited staff resources have led to the delay and draft plan is still undergoing in-house review and revisions which are expected to be completed in FY17.

Products

- Public Hearing and Comment Period Report
- Updated Public Participation Plan
- Updated Public Participated Brochure (English and Spanish) and public participation website content

Project Cost (outside of staff time): None

Project 17.2 Title VI and Limited English Proficiency Plan Implementation

Program Area/Task: Equity and Public Outreach

Project Manager: Michael C. Moan

Supporting Staff: Linsey Callaghan, Siobhan O'Kane, and Vin Flood

Project Overview: Prepare and submit the Title VI Report of the Rhode Island Metropolitan Planning Organization 2015, and the Limited English Proficiency Plan (LEP) 2015 to RIDOT in compliance with FHWA Civil Rights regulations for sub-recipients of USDOT funding. Implement recommended measures to enhance engagement of Title VI and Environmental Justice populations.

FY 16 tasks by quarter

Quarter 1

- Send updated Limited English Proficiency Plan (2015) to RIDOT
- Update Title VI Report (2015)

Quarter 1 – Actual

- Draft LEP Plan is under internal review
- Initiated update of Title VI report.

Explanation of project delay

- Efforts have been focused on competing the Equity Benefit Analysis

Quarter 2

- Send Title VI Report (2015)
- Incorporate any changes in the reports required by RIDOT
- Update E.J. and Tile VI contact lists-Title VI Coordinator.
- Update a list of paid and unpaid oral language services, as well as associated costs and update on an annual basis.

Quarter 2 – Actual

- Completed and sent Title VI Report (2015) to RIDOT
- Completed LEP Plan and sent to RIDOT
- Incorporated changes in the reports required by RIDOT
- Updated E.J. and Tile VI contact lists-Title VI Coordinator.
- Updated a list of paid and unpaid oral language services, as well as associated costs.

Explanation of project delay

- None project is completed.

Products

- Updated Title VI Report

- Updated Limited English Proficiency Plan

Project Cost (outside of staff time): None

Project 17.3 Disadvantage Business Enterprise (DBE) Reporting

Program Area/Task: Equity and Public Outreach

Project Manager: Michael C. Moan

Supporting Staff: Linsey Callaghan and Chelsea Siefert

Project Overview: Monitor and report to RIDOT Disadvantage Business Enterprise (DBE) contracting for all USDOT funded contracts and cooperative agreements entered into by Statewide Planning and its sub-recipients.

FY 16 tasks by quarter

Quarter 1

- Distribute to Statewide Planning staff any updates to contracting instructions for DBE participation.
- Monitor all contracts for DBE participation and file progress reporting as it is received.
- Update Statewide Planning's DBE reporting matrix as necessary.

Quarter 1 – Actual

- Distributed to SPP staff updates to contract instructions for DBE participation as requested by RIDOT.
- Monitored all contracts for DBE participation and filed progress reports with RIDOT.
- An update to SPP's DBE reporting matrix will occur in Q2.

Explanation of project delay

- Project is on schedule

Quarter 2

- Monitor all contracts for DBE participation and file progress reporting as it is received.
- Update Statewide Planning's DBE reporting matrix as necessary.
- Develop annual report summarizing all DBE participation by contract and overall score for DBE participation goals.
- Transmit annual report to RIDOT.

Quarter 2 – Actual

- Monitored all contracts for DBE participation and file progress reporting as it is received.
- Updated Statewide Planning's DBE reporting matrix as necessary.
- Developed annual report summarizing all DBE participation by contract and overall score for DBE participation goals.
- Completed and sent DBE report to RIDOT

Explanation of project delay

- Project is on schedule.

Quarter 3

- Monitor all contracts for DBE participation and file progress reporting as it is received.
- Update Statewide Planning's DBE reporting matrix as necessary.

Quarter 3 – Actual

- Monitored all contracts for DBE participation and filed progress reporting as received
- Assisted Travel Demand Model contractor VHB with DBE deficiency problem
- Assisted in getting a replacement DBE subcontractor for VHB certified so they could fulfill their DBE contract goa
- Updated Statewide Planning's DBE reporting matrix as necessary

Explanation of project delay

- Project is on schedule.

Quarter 4

- Monitor all contracts for DBE participation and file progress reporting as it is received.
- Update Statewide Planning's DBE reporting matrix as necessary.

Quarter 4 - Actual

- Monitored all contracts for DBE participation and file progress reporting as received.
- Updated Statewide Planning's DBE reporting matrix as necessary.

Explanation of project delay

- Project is on schedule.

Products

- Annual DBE Reporting to RIDOT
- Updated DBE Reporting Matrix

Project Cost (outside of staff time): None

Project 17.4 Translation Services

Program Area/Task: Equity and Public Outreach

Project Manager: Michael C. Moan

Supporting Staff: Linsey Callaghan

Project Overview: Monitor and respond to requests for translation of key Statewide Planning documents, public workshops, and public hearing notices and materials. Provide for interpreter service as requested.

FY 16 tasks by quarter

Quarter 1

- Respond, as required, to requests for translation or interpreter services.
- Update Statewide Planning's contacts and pricing for translation and interpreting services with the Department of Administration's ADA Coordinator, Division of Purchases Master Price Agreement (MPA), and Office for the Deaf and Hard of Hearing.

Quarter 1 - Actual

- Responded to one request for translation services.
- Updated Statewide Planning's contacts and pricing for translation and interpreting services with the Department of Administration's ADA Coordinator, Division of Purchases Master Price Agreement (MPA), and Office for the Deaf and Hard of Hearing.

Explanation of project delay

- Project is on schedule.

Quarter 2

- Respond, as required, to requests for translation or interpreter services.
- Update as needed, Title VI Report to reflect any LEP required translation or interpreter activity for the past year.

Quarter 2 - Actual

- Obtained translations and interpreter services for TIP public workshops.
- Updated 2015 Title VI Report with LEP required translation and interpreter activity.
- Transmitted LEP Plan to RIDOT
- Initiated development of instantaneous telephone interpreter service with MPA listed vendor.

Explanation of project delay

- Project is on schedule.

Quarter 3

- Respond, as required, to requests for translation or interpreter services.

Quarter 3 - Actual

- Initiated account with telephone interpreter service with an MPA listed vendor.
- Respond, as required, to requests for translation or interpreter services.

Explanation of project delay

- Project is on schedule.

Quarter 4

- Respond as required to requests for translation or interpreter services.
- Develop Annual Report summarizing all translation and interpretation requests by contract or project and over-all expenses for FY 2017 budget purposes.

Quarter 4 - Actual

- Responded to requests for translation services for public hearing for TIP.
- Developed Annual Report summarizing all translation and interpretation requests by contract or project and over-all expenses for FY 2017 budget purposes.

Explanation of project delay

- Project is on schedule.

Products

- Annual Accounting Report

Project Cost (outside of staff time): $50,000 ($40,000 – FHWA, $10,000 – RIDOT)

Project 19.1 – Performance Management Database and Dashboard

Program Area/Task: Performance Management

Project Manager: Paul Gonsalves

Supporting Staff: Jeff Davis, Vin Flood, Kim Gelfuso

Project Overview

Develop and maintain a dashboard of performance measures designed to help benchmark and then track the state's progress in achieving the integrated sustainability vision outlined in the land use, transportation, economic development, housing, and water elements of the State Guide Plan. The dashboard will be updated annually with compiled data, and Staff will work with the Office of Digital Excellence to develop a digital format for the dashboard to post on line. (Note: some data sources may not be updated annually, in which case the most recent data available will be cited.)

Additionally, a database will be developed that will allow viewers to track the implementation status of all RI State Guide Plan Element strategies, and search through plan goals and policies.

Staff will also consult with the Office of Digital Excellence and explore ways to enhance the public interface of the Division of Planning website, by making it possible to cross reference the various State Guide Plan Elements, and perform topical queries, etc. The database described above can serve as the "behind the scenes" driver of such an interface.

FY 2016 tasks by quarter

Quarter 1

- Gather decided upon performance measures for use in the dashboard.
- Begin preliminary collection of all State Guide Plan goals, policies, and strategies for a searchable database, and get current implementation status for all strategies.
- Review digital performance measures draft dashboard template developed by PlaceMatters through the State's HUD Sustainable Communities grant.
- Partner with the Office of Digital Excellence to explore options for posting State Guide Plan elements on line in formats other than static PDFs that are easier to search and cross-reference.

Quarter 1 – Actual

- Met with Office of Digital Excellence on:
    - options for developing a dashboard user interface to supports keyword and State Guide Plan Element searches, and visual elements and software capabilities (ex. Tableau) for benchmark graphics.

Explanation of project delay

- Project is on schedule.

Quarter 2

- Work with the Office of Digital Excellence to enhance the Division of Planning website with an online platform of goals, policies, and strategies that keeps track of implementation status and makes it easier to navigate among plans and query certain topics. Also look to implement non-PDF format for posting State Guide Plan elements.
- Work with the Office of Digital Excellence to refine the design and functionality of the dashboard template developed by PlaceMatters, and populate it with base line performance measures.

Quarter 2 – Actual

- Continued work with ODE and internal work group on outline for new site and solicited input from each unit within SPP
- Arranged and attended virtual webinar on Tableau on software capabilities.
- Examined with ODE the most frequently visited pages within existing web site.
- Researched capabilities for online dashboard and searchable State Guide Plans.

Explanation of project delay

- Web site portion of project on schedule. Other project work delayed due to staff member (principal planner) providing project support left state employment. Position is now vacant and subsequent work is contingent upon filling the position.

Quarter 3

- Start to track implementation status of guide plan strategies for use in the online database.
- Reach out to a small group of Division of Planning website users to test and critique the enhancements to the website, and refine accordingly.

Quarter 3 – Actual

- Continued work with ODE and internal work group on outline for new site and solicited input from each unit within SPP

Explanation of project delay

- Website portion of project on schedule. Other project work delayed due to staff member (principal planner) providing project support left state employment. Position is now vacant and subsequent work is contingent upon filling the position.

Quarter 4

- Gather performance measure data from various data sources in preparation for annual update. Pull from existing data and measures from other state agencies whenever possible.
- Post updated performance measures at the end of the 4th quarter, and continue annually.

Quarter 4 – Actual

- Continued to coordinate internally with staff to identify any website changes or new additions prior to sending off to ODE for development.
- Identified opportunities for interactive features to be included in the new website.

- Worked with ODE to integrate new website outline and content with new content management system (CMS) wireframe developed by ODE.
- Updated any performance measures utilizing ACS estimates as needed.

Products

- Website Dashboard
- Searchable SGP database
- Enhanced Division of Planning website interface

Project Cost (outside of staff time)
None anticipated

Appendix D

Rhode Island State Planning Council/Metropolitan Planning Organization

Indirect Cost Allocation Plan

Effective July 1, 2017

Introduction

Definition of MPO Planning 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 1,045 square miles and a population of approximately 1,052,567, according to the 2010 U.S. Census. The MPO 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. The area is fully incorporated and is comprised of 39 individual municipalities. There is no formal county government structure.

Organizational Structure of the MPO

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 Rhode Island General Laws (RIGL) titled Statewide Planning Program was amended to designate the State Planning Council as the State's single, statewide MPO. The Statewide Planning Program serves as staff to the State Planning Council.

The Statewide Planning Program (SPP) serves as the principle staff of the State Planning Council. It is one of two programs housed within the Rhode Island Department of Administration's Division of Planning. The other program is the Water Resources Board. The SPP 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 currently consists of 23 full time staff that specialize in transportation, land use, comprehensive planning, GIS, data analysis and other related topics.

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 Statewide Planning Program is the designated subrecipient 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 being 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 Statewide Planning Program 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 Statewide Planning Program'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 Statewide Planning Program) 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 Attachment 2, FY 17 Budget 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 task and by funding source.

- The first table, labeled Person Hours, calculates every budgeted hour for each individual staff member in the Statewide Planning Program (SPP), broken out by task 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.

- The second table, named Person Dollars, calculates every budgeted dollar for each individual staff person in SPP, broken out by task number. The task 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 AA on the Person Dollars tab).
    - For example, Mike Moan has 21 person hours (Column G, Row 19) budgeted to Task Number 3 – Transportation Safety. The 21 hours is then multiplied by the Salary & Fringe Rate from the Person Dollars table (Column AC, Row 19) resulting in a charge for Mike Moan to work on Task 3 for 21 hours in the amount of $1,521.

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

- The third and final table is the Summary. The total dollars for each task 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 task of the whole personnel dollar total. This percentage is used to calculate the operating expenses from Column R by multiplying the percentage per task from Column P by the total amount of operating expenses to get the operating expenses per task.
    - 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 task, which adds the personnel expense per task (Column Q) and the operating expense per task (Column R). Columns B and C provide the task numbers and titles. Column E – O include the funding source splits for each task.

- For example, Task 3 – Transportation Safety has a total task budget of $9,851 from Column S. The approved funding split for this task 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 task from Column S.

This process is used for all task numbers from Row 4 thru Row 27 for each task number with the exception of Task 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 Statewide Planning Program 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.

Attachment 1 - Required Certification

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 6/9/16 establish cost allocations or billings for July 1, 2016 – June 30, 2017 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 Division of Planning (RIDOP) and State Planning Council/Metropolitan Planning Organization (SPC/MPO)

Signature: Parag Agrawal

Name of Official: Parag Agrawal, AICP

Title: Associate Director, RI DOP and Secretary, SPC/MPO

Date of Execution: June 9, 2016

Attachment 2 - Work Program FY17 - Hours per Person

A	B.	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB
			Program Management	*Program Management - CDBG*	*Professional Development*	*Transportation Safety*	*Corridor Planning*	*Transportation Ops/Man*	*Transit Planning*	*TIP*	*Freight Planning*	*Transportation Planning Coordination*	*Environmental Sustainability*	*Long Range Planning*	*Long Range Transportation Plan*	*Consistency Review*	*Consistency Review - EFSB*	*Technical Assistance*	*Data Management and Coordination*	*Data Development and Analysis*	*Data Delivery*	*Equity And Public Outreach*	*Public Information*	*Performance Management*	*Other State Initiatives*	*Water Resources Board Support*	*Paid Leave*
4	**Staff Member**	**Total**	**1**	**1.1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**11.1**	**12**	**12.1**	**13**	**14**	**15**	**16**	**17**	**18**	**19**	**20**	**20.2**	**ICAP**
5	Agrawal, P	1820	330		35					70	35		70	21	105	70	105	24				35		10	630		280
6	Bergantino, B.	1820	21		35										35	1253	21							70	105		280
7	Bryan, K	1820	21		35														35	1303	125			21			280
8	Callaghan, C.	798	70		35	21	21	21	21	91		35	70		35	21											357
9	Capotosto, P.	1820	1120	105	35																					280	280
10	Crabill, K.	1820	1400	105	35																						280
11	Defazio, T.	270	270																								
12	Delage Baza, C.	1820	21		35														210	1239	35						280
13	Flood, V.	1820	140		35														474	535	125		210	21			280
14	Gelfuso, K.	1820	21		35																		1437				327
15	Gonsalves, P.	1820	21		35								381	145	556	222	14	110					35	21			280
16	Greeley, C.	1820	21		35								315	35	35	360	21	140							578		280
17	Hess, N.	1820	140		35								52	225	658	115	35	125		120			14	21			280
18	Jacobs, B.	1820	21		35					200			105		474			105		600							280
19	Moan, M.	1820	21		35	21		240	105	105					321	105	35	70				340	35				387
20	Nelson, K.	1820	140		35									10	35	865	70	240					14	21			**390**
21	Rhodes, J.	1820	525		35					70	63	14	63	35	113	140	70	160	35	35		21	21	35	105		280
22	Scott, K.	1820	250		35	35	35	35	70	200	35	100			619			70		35		21					280
23	Siefert, C.	1820	21		35					105				35	812	315	21	140					35	21			280
24	Vacant - GIS	1820	21		35														1043	210	210			21			280
25	Vacant - Planner	1820	21		35								35	35	1267	35	21	70						21			280
26	Vacant - Planner	1820	21		35					200					1144	35	35	35				35					280
27	Vacant - Planner	1820	21		35								35	35	1267	35	21	70						21			280
28	Witt, C.	1820	70		35	70	35	70	70	370	175	70	70		169	70	21	105		70		35	14	21			280
29	**Total**	**41108**	**4,728**	**210**	**805**	**147**	**91**	**366**	**266**	**1,411**	**308**	**219**	**1,196**	**576**	**7,645**	**3,641**	**490**	**1,464**	**1,797**	**4,147**	**495**	**487**	**1,815**	**325**	**1,418**	**280**	**6,781**

Work Program FY17 - Dollars per Person

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA	AB	AC
			Program Management	*Program Management - CDBG*	*Professional Development*	*Transportation Safety*	*Corridor Planning*	*Transportation Ops/Man*	*Transit Planning*	*TIP*	*Freight Planning*	*Transportation Planning Coordination*	*Environmental Sustainability*	*Long Range Planning*	*Long Range Transportation Plan*	*Consistency Review*	*Consistency Review - EFSB*	*Technical Assistance*	*Data Management and Coordination*	*Data Development and Analysis*	*Data Delivery*	*Equity And Public Outreach*	*Public Information*	*Performance Management*	*Other State Initiatives*	*Water Resourcs Board Support*	*Paid Leave*	*Salary & Fringe rate*
4	**Staff Member**	**Total**	**1**	**1.1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**11.1**	**12**	**12.1**	**13**	**14**	**15**	**16**	**17**	**18**	**19**	**20**	**20.2**	**ICAP**	
5	Agrawal, P	$ 183,238	$ 33,224		$ 3,524					$ 7,048	$ 3,524		$ 7,048	$ 2,114	$ 10,571	$ 7,048	$10,571	$ 2,416				$ 3,524		$ 1,007	$ 63,428		$ 28,190	$100.68
6	Bergantino, B.	$ 92,947	$ 1,072		$ 1,787				$ -						$ 1,787	$ 63,991	$ 1,072							$ 3,575	$ 5,362		$ 14,300	$ 51.07
7	Bryan, K	$ 106,616	$ 1,230		$ 2,050														$ 2,050	$ 76,330	$ 7,323			$ 1,230			$ 16,402	$ 58.58
8	Callaghan, C.	$ 52,157	$ 4,575		$ 2,288	$ 1,373	$ 1,373	$ 1,373	$ 1,373	$ 5,948		$ 2,288	$ 4,575		$ 2,288	$ 1,373											$ 23,334	$ 65.36
9	Capotosto, P.	$ 109,327	$ 67,278	$ 6,307	$ 2,102																					$16,820	$ 16,820	$ 60.07
10	Crabill, K.	$ 88,579	$ 68,138	$ 5,110	$ 1,703																						$ 13,628	$ 48.67
11	Defazio, T.	$ 19,154	$ 19,154																									$ 70.89
12	Delage Baza, C.	$ 115,788	$ 1,336		$ 2,227														$ 13,360	$ 78,825	$ 2,227						$ 17,814	$ 63.62
13	Flood, V.	$ 129,293	$ 9,946		$ 2,486														$ 33,673	$ 38,006	$ 8,880		$14,918	$ 1,492			$ 19,891	$ 71.04
14	Gelfuso, K.	$ 86,268	$ 995		$ 1,659																		$68,114				$ 15,500	$ 47.40
15	Gonsalves, P.	$ 104,104	$ 1,201		$ 2,002								$ 21,793	$ 8,294	$ 31,803	$ 12,698	$ 801	$ 6,292					$ 2,002	$ 1,201			$ 16,016	$ 57.20
16	Greeley, C.	$ 100,155	$ 1,156		$ 1,926								$ 17,334	$ 1,926	$ 1,926	$ 19,811	$ 1,156	$ 7,704							$ 31,807		$ 15,408	$ 55.03
17	Hess, N.	$ 118,318	$ 9,101		$ 2,275								$ 3,381	$ 14,627	$ 42,777	$ 7,476	$ 2,275	$ 8,126		$ 7,801			$ 910	$ 1,365			$ 18,203	$ 65.01
18	Jacobs, B.	$ 104,122	$ 1,201		$ 2,002					$11,442			$ 6,007		$ 27,118			$ 6,007		$ 34,326							$ 16,019	$ 57.21
19	Moan, M.	$ 131,804	$ 1,521		$ 2,535	$ 1,521		$17,381	$ 7,604	$ 7,604					$ 23,247	$ 7,604	$ 2,535	$ 5,069				$24,623	$ 2,535				$ 28,027	$ 72.42
20	Nelson, K.	$ 129,202	$ 9,939		$ 2,485									$ 710	$ 2,485	$ 61,406	$ 4,969	$ 17,038					$ 994	$ 1,491	$ -	$ -	$ 27,686	$ 70.99
21	Rhodes, J.	$ 137,519	$ 39,669		$ 2,645				$ -	$ 5,289	$ 4,760	$ 1,058	$ 4,760	$ 2,645	$ 8,538	$ 10,578	$ 5,289	$ 12,090	$ 2,645	$ 2,645		$ 1,587	$ 1,587	$ 2,645	$ 7,934		$ 21,157	$ 75.56
22	Scott, K.	$ 144,108	$ 19,795		$ 2,771	$ 2,771	$ 2,771	$ 2,771	$ 5,543	$15,836	$ 2,771	$ 7,918			$ 49,012			$ 5,543		$ 2,771		$ 1,663					$ 22,170	$ 79.18
23	Siefert, C.	$ 111,311	$ 1,284		$ 2,141					$ 6,422				$ 2,141	$ 49,662	$ 19,265	$ 1,284	$ 8,562					$ 2,141	$ 1,284			$ 17,125	$ 61.16
24	Vacant - GIS	$ 105,287	$ 1,215		$ 2,025														$ 60,338	$ 12,149	$12,149			$ 1,215			$ 16,198	$ 57.85
25	Vacant - Planne	$ 100,155	$ 1,156		$ 1,926								$ 1,926	$ 1,926	$ 69,723	$ 1,926	$ 1,156	$ 3,852						$ 1,156			$ 15,408	$ 55.03
26	Vacant - Planne	$ 106,616	$ 1,230		$ 2,050								$ 2,050	$ 2,050	$ 74,221	$ 2,050	$ 1,230	$ 4,101						$ 1,230			$ 16,402	$ 58.58
27	Vacant - Planne	$ 111,311	$ 1,284		$ 2,141					$12,232					$ 69,967	$ 2,141	$ 2,141	$ 2,141				$ 2,141					$ 17,125	$ 61.16
28	Witt, C.	$ 100,155	$ 3,852		$ 1,926	$ 3,852	$ 1,926	$ 3,852	$ 3,852	$20,361	$ 9,630	$ 3,852	$ 3,852		$ 9,300	$ 3,852	$ 1,156	$ 5,778		$ 3,852		$ 1,926	$ 770	$ 1,156			$ 15,408	$ 55.03
29	Total	**$2,587,534**	**$300,555**	**$11,418**	**$50,677**	**$ 9,517**	**$ 6,070**	**$25,377**	**$18,371**	**$92,182**	**$20,686**	**$15,116**	**$ 72,727**	**$ 36,433**	**$474,425**	**$221,220**	**$35,635**	**$ 94,719**	**$112,066**	**$256,705**	**$30,578**	**$35,463**	**$93,971**	**$20,046**	**$108,532**	**$16,820**		

Work Program FY 17 - Summary - Total Cost by Task Number and Funding Source

A	B	C	D	E	F	G	I	J	K	L	M	N	O	P	Q	R	S
3	*Task Number*	*Task Title*	*TOTAL*	*SPP*	*FHWA*	*FTA*	*RIDOT*	*RIPTA*	*WRB*	*OHCD*	*URI*	*EFSB*	*OTHER*	*% of Total*	*Budget - Personnel*	*Budget - Operating*	*Total Budget*
4	Task 1	PROGRAM MANAGEMENT	$ 311,086	$ 71,550	$ 186,651	$ 52,885								11.62%	$ 300,555	$ 10,531	$ 311,086
5	Task 1.1	PROGRAM MANAGEMENT- CDBG	$ 11,818							$ 11,818				0.44%	$ 11,418	$ 400	$ 11,818
6	Task 2	PROFESSIONAL DEVELOPMENT	$ 52,453	$ 12,064	$ 31,472	$ 8,917								1.96%	$ 50,677	$ 1,776	$ 52,453
7	Task 3	TRANSPORTATION SAFETY	$ 9,851	$ 1,970	$ 6,403	$ 1,478								0.37%	$ 9,517	$ 333	$ 9,851
8	Task 4	CORRIDOR PLANNING	$ 6,283	$ 1,257	$ 4,084	$ 942								0.23%	$ 6,070	$ 213	$ 6,283
9	Task 5	TRANSPORTATION OPERATIONS AND MANAGEMENT	$ 26,266	$ 5,253	$ 17,073	$ 3,940								0.98%	$ 25,377	$ 889	$ 26,266
10	Task 6	TRANSIT PLANNING	$ 19,015	$ 3,803	$ 12,360	$ 2,852								0.71%	$ 18,371	$ 644	$ 19,015
11	Task 7	TRANSPORTATION IMPROVEMENT PROGRAM	$ 95,412	$ 19,082	$ 62,018	$ 14,312								3.56%	$ 92,182	$ 3,230	$ 95,412
12	Task 8	FREIGHT PLANNING	$ 21,411	$ 4,282	$ 13,917	$ 3,212								0.80%	$ 20,686	$ 725	$ 21,411
13	Task 9	TRANSPORTATION PLANNING COORDINATION	$ 15,646	$ 3,129	$ 10,170	$ 2,347								0.58%	$ 15,116	$ 530	$ 15,646
14	Task 10	ENVIRONMENTAL SUSTAINABILITY	$ 75,275	$ 22,583	$ 41,401	$ 11,291								2.81%	$ 72,727	$ 2,548	$ 75,275
15	Task 11	LONG RANGE PLANNING	$ 37,710	$ 22,626	$ 11,313	$ 3,771								1.41%	$ 36,433	$ 1,276	$ 37,709
16	Task 11.1	LONG RANGE TRANSPORTATION PLAN	$ 491,047	$ 98,209	$ 319,181	$ 73,657								18.34%	$ 474,425	$ 16,622	$ 491,047
17	Task 12	CONSISTENCY REVIEW	$ 228,971	$ 167,149	$ 45,794	$ 16,028								8.55%	$ 221,220	$ 7,751	$ 228,971
18	Task 12.1	CONSISTENCY REVIEW - EFSB	$ 36,884									$ 36,884		1.38%	$ 35,635	$ 1,249	$ 36,884
19	Task 13	TECHNICAL ASSISTANCE	$ 98,038	$ 22,549	$ 58,823	$ 16,666								3.66%	$ 94,719	$ 3,319	$ 98,038
20	Task 14	DATA MANAGEMENT AND COORDINATION	$ 115,992	$ 23,198	$ 75,395	$ 17,399								4.33%	$ 112,066	$ 3,926	$ 115,992
21	Task 15	DATA DEVELOPMENT AND ANALYSIS	$ 265,699	$ 53,140	$ 172,704	$ 39,855								9.92%	$ 256,705	$ 8,994	$ 265,699
22	Task16	DATA DELIVERY	$ 31,649	$ 6,330	$ 20,572	$ 4,747								1.18%	$ 30,578	$ 1,071	$ 31,649
23	Task 17	EQUITY AND PUBLIC OUTREACH	$ 36,705	$ 7,341	$ 23,124	$ 6,240								1.37%	$ 35,463	$ 1,242	$ 36,705
24	Task 18	PUBLIC INFORMATION	$ 97,263	$ 38,905	$ 48,632	$ 9,726								3.63%	$ 93,971	$ 3,292	$ 97,263
25	Task 19	PERFORMANCE MANAGEMENT	$ 20,748	$ 4,150	$ 13,486	$ 3,112								0.77%	$ 20,046	$ 702	$ 20,748
26	Task 20	OTHER STATE INITIATIVES	$ 112,335	$ 112,335										4.19%	$ 108,532	$ 3,803	$ 112,335
27	Task 20.2	WATER RESOURCES BOARD SUPPORT	$ 17,409						$ 17,409					0.65%	$ 16,820	$ 589	$ 17,409
28	ICAP	ICAP	$ 443,234	$ 141,835	$ 243,779	$ 57,620								16.55%	$ 428,230	$ 15,004	$ 443,234
29		**SUBTOTAL**	**$2,678,200**	**$842,740**	**$1,418,352**	**$350,997**			**$17,409**	**$11,818**		**$36,884**		**100.00%**	**$ 2,587,539**	**$ 90,659**	**$ 2,678,200**
30	*Task Number*	*Contractual and Pass Through Grants*	*TOTAL*	*SPP*	*FHWA*	*FTA*	*RIDOT*	*RIPTA*	*WRB*	*OHCD*	*URI*	*EFSB*	*OTHER*				
31	4.1	Innovative Corridor Planning and Capacity Study (continuing)	$ 150,000		$ 120,000		$ 30,000										
32	6.1	Transit Planning Assistance (continuing)	$ 250,000			$ 200,000	$ 50,000										
33	6.2	Transit Signal Priority Project (continuing)	$ 198,220		$ 9,911	$ 148,665		$ 39,644									
34	6.3	Fare Payment Planning (continuing)	$ 58,943		$ 436	$ 24,399		$ 34,108									
35	6.4	Transit/ Highway Design guidebook (continuing)	$ 100,000		$ 20,000	$ 60,000	$ 10,000	$ 10,000									
36	6.5	Commuter Services Planning Study (continuing)	$ 300,000		$ 120,000	$ 120,000	$ 30,000	$ 30,000									
37	6.6	Quonset Transit Plan (continuing)	$ 75,000			$ 60,000		$ 15,000									
38	6.7	Green Fleet Transition Plan (new)	$ 135,000			$ 108,000		$ 27,000									
39	6.8	Human Services Coordinated Plan Development (new)	$ 75,000			$ 60,000		$ 15,000									
40	8.1	Freight and Goods Movement Plan (continuing)	$ 299,605		$ 244,605		$ 55,000										
41	10.1	Greenhouse Gas Reduction Plan (continuing)	$ 300,000		$ 75,000		$ 75,000						$ 150,000				
42	10.2	Air Quality (continuing)	$ 25,000		$ 20,000		$ 5,000										
43	11.1	Long Range Transportation Plan (new)	$ 1,875,000	$ 73,943	$ 1,218,750	$ 281,250	$ 301,057										
44	13.1	RI Land use Training Collaborative (continuing)	$ 135,500		$ 91,000	$ 19,000							$ 25,500				
45	13.3	Planning Challenge Grants (continuing)	$ 252,500		$ 202,000								$ 50,500				
46	15.1	Travel Demand Model Update and Maintenance (continuing)	$ 485,200		$ 325,084	$ 63,076	$ 97,040										
47	15.3	VPP/INRIX Data (continuing)	$ 263,113		$ 105,245		$ 157,868										
48	16.1	Sustaining and Enhancing Access to RIGIS Geospatial Data (continuing)	$ 120,023		$ 80,370	$ 16,653					$ 23,000						
49	17.4	Translation Services (continuing)	$ 50,000		$ 40,000		$ 10,000										
50		**SUBTOTAL**	$ 5,148,104	$ 73,943	$ 2,672,401	$ 1,161,043	$ 820,965	$ 170,752	$ -	$ -	$ 23,000	$ -	$ 226,000				
51		**TOTAL**	**$ 7,826,304**	**$ 916,683**	**$ 4,090,753**	**$ 1,512,040**	**$ 820,965**	**$ 170,752**	**$ 17,409**	**$ 11,818**	**$ 23,000**	**$ 36,884**	**$ 226,000**				

Note: Continuing items report the balance remaining on existing contracts as of 4/7/15.

Abbreviations:

SPP - Statewide Planning Program
FHWA - Federal Highway Administration
FTA - Federal Transit Administration
HUD - Department of Housing and Urban Development
RIDOT - Rhode Island Department of Transportation
RIPTA - Rhode Island Public Transit Authority
WRB - Water Resource Board
OHCD - Office of Housing and Community Development
URI EDC - University of Rhode Island Environmental Data Center
EFSB - RI Energy Facility Siting Board
OTHER - Participant match contributions