

**RHODE ISLAND STATEWIDE PLANNING PROGRAM
METROPOLITAN PLANNING ORGANIZATION**

FY 2013, Second Quarter, Progress Report

October 1, 2012 – December 31, 2012

The following documents the progress that has been made by the Rhode Island Statewide Planning Program / Metropolitan Planning Organization in implementing our federally approved Unified Transportation Planning Work Program for the second quarter of Fiscal Year 2013. The report is broken down into three primary sections. The first highlights the Program's most significant accomplishments to date. The second follows the format of the Program's FY 2013 task list but adds bulleted narratives for each subtask describing the specific progress that has been made. And the third provides detailed financial reporting on level of effort and financial expenditures by task for the same time period.

I. ACCOMPLISHMENT HIGHLIGHTS

- Adopted the State of Rhode Island's Long Range Transportation Plan, *Transportation 2035*. This document was then forwarded to FHWA and FTA for acceptance and posted on the Statewide Planning Program website.
- Held the October Rail Plan Advisory Committee meeting. At that meeting, Committee members reviewed and commented on the consultant's drafts for Chapters 1, and 3 through 7, a majority of the text of the plan.
- Chaired the December 21, 2012 Congestion Management Task Force meeting. Topics covered at the meeting included an overview of the TMC's performance measures for congestion, an update on the Aquidneck Island RI*STARS project contracts, and a discussion on expanding the INRIX ITS coverage within Rhode Island. The TMC's consultants provided a presentation on new methods to identify congestion or bottle-necks on principal arterial roadways other than interstates and freeways. This information will be useful in staff's identification and targeted measures to reduce congestion.
- State Guide Plan Element 721: *RI Water 2030* was adopted by the State Planning Council on June 14, 2012. Land Use staff issued a second topical issue brief targeting the 28 largest public water suppliers on a new subject included in *RI Water 2030*; regionalization. Feedback from several suppliers was complimentary and that the issue brief was helpful in updating them about the new plan.
- Statewide Planning entered into an MOU with the State Office of Energy Resources to update the Energy Element of the State Guide Plan. Land Use staff will serve on a Steering Committee to guide the OER in drafting the update. This effort will take approximately 12 months.
- The program, working with our partner the RIEDC, signed a contract for an expedited Economic Data Assessment and Analysis. This work will support the development of a new long range state economic development plan. The scope of the work includes a business climate analysis, financial resources assessment, targeted cluster analysis, a marketing resources analysis, as well

as an assessment of the state's regulatory reform efforts. This effort is a part of the Program's Sustainable Communities Grant.

- Continued work on the Comprehensive Planning Guidebook, a step-by-step guide outlining the processes that must occur in the creation and adoption of a comprehensive plan. Five of the Content Working Groups (CWG) began to meet during this quarter – Natural Hazards, Energy, Agriculture and Food Production, Housing, and GIS and Mapping. The Natural Hazards CWG met three times during the quarter and began to discuss the process of addressing natural hazards in a comprehensive plan. The Energy CWG met twice during the quarter and began discussing the aspects of energy production and consumption that should be addressed in a comprehensive plan. The Agriculture and Food Production CWG met once during the quarter and began to discuss the role of agriculture and food production in a comprehensive plan. The Housing CWG met twice during the quarter and began discussing how municipalities should address the full spectrum of housing needs within their comprehensive plans. The GIS and Mapping CWG met once and decided that their input would be most useful after the other CWGs have met and discussed the required comprehensive plan maps.
- Wrote and published two data-based informational bulletins, *New ACS Data Shows Changes in Households, Labor Force and Employment Data for Rhode Island Planners*. Both reports feature original data analysis from datasets including the American Community Survey and the Quarterly Census of Employment and Wages in the context of common concerns of local planners, such as housing, economic development, and demographic change in Rhode Island and its cities and towns. Each bulletin was posted on the Rhode Island Statewide Planning website and a synopsis for each was included in the monthly newsletter published by Rhode Island Statewide Planning.

II. PROGRESS BY TASK

Transportation Initiatives

- 1005 - Surface Transportation Plan (*high*)
- 1010 - State Freight and Passenger Rail Plan (*high*)
- 1015 - Transportation Improvement Program (*high*)
- 1020 - Travel Demand Modeling (*low*)
- 1025 - Air Quality Conformity Analysis (*high*)
- 1030 - Transportation Based Climate Change Activities (*medium*)
- 1035 - Congestion Management Task Force (*low*)
- 1040 - Access Management (*medium*)
- 1045 - State Employee Commuter Task Force (*high*)
- 1050 - Transit Planning (*medium*)
- 1055 - Airport Planning (*low*)
- 1060 - Corridor Planning (*low*)
- 1065 - Title VI / Environmental Justice (*high*)
- 1070 - Safe Routes to School Program - General Program Oversight & Coordination (*high*)
- 1075 - Safe Routes to School Program - Grant Management / Agreements (*medium*)
- 1080 - Safe Routes to School Program - Public Outreach / Project Solicitation/ Selection (*low*)
- 1085 - Transit Oriented Development Planning (*medium*)
- 1090 - Continuing Transportation Planning Process (*low*)

Land Use and Natural Resource Initiatives

- 2010 - Transfer of Development Rights (*medium*)
- 2020 - Village and Growth Centers (*high*)
- 2025 - State Land Use Plan (*medium*)
- 2030 - Water Supply Planning (*high*)
- 2040 - Watershed Planning (*low*)
- 2050 - Energy Planning (*high*)
- 2060 - Recreation, Conservation and Open Space Planning (*low*)
- 2070 - Solid Waste Management Planning (*high*)
- 2080 - Support for Sustainable / Livable Communities Initiative (*medium*)
- 2090 - Other Land Use Planning Activities (*low*)

Sustainable Communities Regional Planning Grant Tasks

- 3010 - Grant Management (*low*)
- 3015 - Consortium Management (*low*)
- 3020 - State Housing Plan (*high*)
- 3025 - State Economic Development Plan (*high*)
- 3030 - Regional Plan for Sustainable Development (RPSD) Implementation Program (*medium*)
- 3035 - Growth Centers (*high*)
- 3040 - Capacity Building and Technical Assistance (*medium*)
- 3045 - Social Equity Advisory Committee (*high*)
- 3050 - Public Participation, Outreach and Communications (*medium*)
- 3055 - Performance Measures (*medium*)

Consistency Review, Comprehensive Planning and Planning Assistance

- 4005 - Comprehensive Planning Program Administration (*high*)
- 4010 - Comprehensive Planning Handbook and SPC Rules and Regulations Update (*high*)
- 4015 - State Guide Plan Maintenance (*medium*)
- 4020 - Local Planning Assistance (*high*)
- 4025 - Legislative & Case Law Monitoring and Assistance (*high*)
- 4030 - Energy Facility Siting Board Review (*low*)
- 4035 - State Property Review (*low*)
- 4040 - Intergovernmental Review (*low*)
- 4045 - Project Proposal Review (*medium*)
- 4050 - Planning Challenge Grant Program (*medium*)

Planning Information and Resource Initiatives

- 5005 - RIGIS Executive Committee Support (*medium*)
- 5010 - RIGIS State Agency Support (*medium*)
- 5015 - RIGIS Municipal Support (*medium*)
- 5020 - RIGIS Data Development (*high*)
- 5025 - RIGIS Data Delivery (*high*)
- 5030 - RIGIS Data Analysis and Mapping (*high*)
- 5035 - RIGIS User Group Participation and Professional Development (*low*)
- 5040 - Census Data Center Responsibilities (*medium*)
- 5045 - Census Data Analysis (*High*)
- 5050 - Census Data Support (*low*)
- 5055 - Census Data Distribution (*medium*)
- 5060 - Website development and maintenance (*high*)
- 5065 - Statewide Planning Program monthly E Newsletter (*high*)
- 5070 - Aerial Photography Access and Archiving (*low*)

- 5075 - Publication Archives – Task 1075 (*low*)
- 5080 - Graphic Design Support – Task 1080 (*medium*)

Support to Other Agencies

- 6010 - Housing Program Support (*medium*)
- 6020 - Community Development Program Support (*medium*)

Management and Administration - Task 7010 (*high*)

Other

- 8010 - Paid Leave
- 8020 - Central Business Office
- 8030 - 8050 - SRTS Grant Funds
- 8040 – FHWA/FTA Air Quality Control
- 8050 – RI Air Quality Control

FY 2013 Work Task Descriptions

Transportation Initiatives

Surface Transportation Plan - Task 1005 (*high*)

1. Prepare an update to Transportation 2030, the State’s Long Range Transportation Plan (LRTP). FHWA and FTA’s approval of the State’s Long Range Transportation Plan (LRTP) is set to expire in August of 2012. Unfortunately the State’s Transportation Improvement Program (TIP) and LRTP are on similar approval schedules and the Program has not been able to designate sufficient resources to the LRTP update as we have invested heavily in completing a full solicitation for the drafting of our FFY 2013-2016 TIP. As a result, this update of the LRTP will focus on ensuring consistency with the newly developed financial, air quality and environmental justice components of the soon to be completed 2013-2016 TIP. Completion of this update in this abbreviated manner is needed if the State is to retain the flexibility to amend the TIP as necessary since FHWA/FTA does not allow TIP amendments without approved LRTPs.

The Program recognizes that having these two documents on similar approval schedules is detrimental to sound planning. As such, the Program is committed to undertaking a full re-write of the LRTP in future year’s work plan after guidance has been issued from USDOT regarding the development of long range transportation plans under MAP-21. This will not only allow us to establish a more favorable schedule moving forward, but will also provide an opportunity to better integrate the task with the development of our Regional Plan for Sustainable Development (see task series 3000).

- 1 Prepared and coordinated the *Transportation 2035- Draft*. Sections that were updated include:
 - o Part I - Introduction, plan approval process, scope of the update, 2010 recertification recommendations from FHWA and FTA, demographic trends, and travel trends including the statewide travel model.
 - o Part II – Program funding amounts in the FY 2013- 2016 TIP and a full or limited update to the inventory of facilities (highway, bridges, intelligent transportation systems, traffic safety, public transit, bicycle, pedestrian, freight, intermodal, and aviation).

- Part III – Transportation financing including FHWA program funding, FTA program funding, state funding, and the fiscal constraint analysis.
 - Part IV – Environmental justice analysis and air quality analysis. In 2008 staff conducted a benefits and burden analysis on environmental justice populations based upon 2000 U.S. Census data and select elements of the transportation system. As part of this update, the same analysis was employed using 2010 U.S. Census figures. A full description of the air quality analysis can be found under task 1025.
 - Part V – The plan’s goals, policies, objectives, and strategies were left unchanged as these basic principles put forward are still relevant to the State.
 - Appendix
 - Appendix A – Congestion Management Process – Limited update including operational improvements, the collection of travel data and performance measures of congestion, congestion mapping, land management activities under the Access Management Task Force, and an update of facilities including Park n’ Ride lots and commuter rail parking lots.
 - Appendix E – Public review of the plan.
- 1 Updated various facts, figures, tables, and charts with current data and information in the preparation of *Transportation 2035-Draft*. Contacted RIDOT, RIPTA, and the Rhode Island Airport Corporation regarding information obtaining the updated figures and forecasts.
 - 1 Presented the draft document for review to the TAC at their September 2012 meeting. The TAC recommended that the SPC schedule a public hearing, which will be held in the next quarter.
 - 2 Appendix A – Congestion Management Process – Responded to TAC and TC comments and requests for additional data and clarification of intermodal facilities included in the Appendix as part of *Transportation 2035*.
 - 2 Presented the draft document for review to the Technical Committee (October 2012) and the State Planning Council (October 2012). The SPC voted to authorize the scheduling of a public hearing before the TAC in November.
 - 2 Held two public hearings and informational presentations on the *Transportation 2035-Draft* on November 14 at 9:00 a.m. and again at 6:30 p.m. before the TAC. Staff received oral comments from four individuals regarding the draft document at the public hearing. The TAC reviewed and recommended approval of *Transportation 2035* to the SPC.
 - 2 Staff prepared a Public Hearing and Comment Period Report summarizing the public comments received for the *Transportation 2035* draft. Staff provided responses to those comments in the report. The comments did not result in any formative changes to *Transportation 2035*.
 - 2 The revised *Transportation 2035* draft and Public Hearing and Comment Period Report were presented and reviewed by the Technical Committee (December) and the State Planning Council (December). The SPC voted to approve and adopt *Transportation 2035*.
 - 2 Transmitted *Transportation 2035* to FHWA and FTA for acceptance.

- 2 Orchestrated and executed the printing and distribution of 20 bound color copies of *Transportation 2035* to various staff members at Statewide Planning, RIDOT, RIPTA, FHWA, FTA, RIDEM, and the Governor's office.
- 2 Completed the final web posting of *Transportation 2035* and associated documents from the review and adoption process.
- 2 A letter was drafted and sent to the municipalities announcing the adoption of *Transportation 2035*. The letter outlined the update's purpose and scope and provided notification that the goals and policies set forth in the plan must, under Rhode Island General Law 42-11-10, be reflected in their future community comprehensive plan updates.

State Freight and Passenger Rail Plan - Task 1010 (high)

- 1. Continue to work with the existing State Rail Plan Advisory Committee to develop a new Passenger Rail Investment and Improvement Act (PRIIA) compliant State Passenger and Freight Rail Plan. Manage consultant contract with CDM Smith for the execution of the following FY12-13 deliverables: complete an inventory of existing resources; identify passenger and freight rail issues, constraints, opportunities, and security and safety concerns; identify passenger and freight needs; develop a ranked list of short term and long term projects to meet these needs, together with a system to rank future projects, develop overall passenger and freight project capital costs; anticipated timing, phasing and funding of the projects; and develop a listing of public and private benefits that would result from the passenger and freight rail improvements.
 - 1 Developed an agenda and arranged for the Rail Advisory Committee July meeting to review the consultant's proposed revised format for the Rail Plan, the first set of deliverables from the consultant, and to discuss the next steps in the Rail Plan. Compiled and forwarded comments from the Advisory Committee to the consultant for inclusion in the revised format outline.
 - 1 Edited paper copies of state rail lines and state rail rights-of-way which will be used as a base for consultant developed map.
 - 1 Internally development a draft Chapter 9, Rhode Island's Rail Vision which includes a summary of the State Rail Plan stakeholder consultation and input into the plan's development, as well as the State's vision and goals for the rail transportation system. The vision included in the Chapter 9 draft was based on a combination of text from the previous state rail plan and the vision for rail outlined in *Transportation 2030*. The goals included in the Chapter 9 draft include: (1) preserving the rail network; (2) supporting an efficient and well integrated rail system; (3) improving intermodal interconnectivity for both freight and passenger facilities and coordination between rail system users; (4) rail safety and security; and (5) supporting elements of the rail system that promote economic development and environmental sustainability. Each goal was followed by a series of objectives, policies, strategies, and performance measures.
 - 1 Developed a timeline for the State Rail Plan drafting, review, and adoption process through the final submission of the plan to the Federal Rail Administration.
 - 1 Reviewed and commented on consultant's first chapter deliverables of the draft State Rail Plan. Provided comments and edits to the consultant including corrections and elaboration of the historical portion of the text; added new text on rail tourism in the state; cross checked consultant numerical data on passenger ridership and operations; added new text on the abandoned East Providence and East Junction secondary lines and the resultant East Junction Secondary Track; proposed reordering of commuter stations by expanded use of

existing stations and stations to be developed in order to clearly list out development steps; corrected reported listings of operational track and track lengths; recommended expanded description of the Warwick Intermodal Station including parking, ADA compliance, covered platform, etc.

- 1 Reviewed and reported on sections of other state rail plans to determine what additional areas needed to be included in the Rhode Island State Rail Plan.
- 1 Updated and added new members and interested participants to the Advisory Committee mailing/email list.
- 1 Developed text and content for State Rail Plan webpage that will be made available on the proposed revamped Statewide Planning webpage.
- 1 Arranged and chaired an internal review group meeting in August to compile comments, corrections and edits on consultants work on Chapters 1, and 3 through 7. The internal review group consists of staff from RISPP, RIDOT, RIPTA, and the Governors' Office. The comments of the review group were compiled and forwarded to the consultant.
- 1 Reviewed invoices from the Rail Plan consultant for accuracy and completeness; all was in order and the invoices were submitted for payment.
- 1 Developed an agenda, script, and worked with consultant on a PowerPoint presentation for the Rail Plan Advisory Committee meeting to be held in October. The purpose of this meeting was for the Advisory Committee to review and comment on the consultant's drafts for Chapters 1, and 3 through 7
- 2 Held the October Rail Plan Advisory Committee meeting. Sent the draft materials prepared by the consultant to the Committee two weeks prior to the meeting for the Committee's review and comment. At the meeting, the consultant summarized the chapters and highlighted key elements of the materials under review. Comments provided by the Committee included the need for clearer maps that will display better when printed in black and white, expansion of the State of Good Repair activities, and added information regarding tourism especially how rail could expand tourism in both Aquidneck Island and between Providence and the Warwick Interlink at T.F. Green Airport. The suggestion was also made to include a map of the Canadian Class I rail lines along with the CSX and NS Class I lines as Canada moves to greatly expand its national exports. It was noted that Rhode Island should try to capitalize on Canada's efforts to increase national exports by linking rail lines from Canada down to Rhode Island's warm water ports for shipment of goods.
- 2 State Rail Plan Chapter 8 - Safety and Security draft was developed by the consultant and forwarded to the internal staff group for their review and comment. The group's comments were received and then forwarded back to the consultant for inclusion in the chapter. Overall, staff felt that the consultant's draft of Chapter 8 was a basic Safety-101 and that additional information which specifically related to the state was needed. This included a listing of past, current, and proposed state safety programs, the inclusion of information and references to hazardous material transported, the state's safety measures, and added explanation of why the state does not participate in FRA's Certified Rail Inspection Program and the actions the state takes instead.
- 2 An initial draft of State Rail Plan Chapter 9 – Stakeholder Consultation and Goals draft was drafted in-house by staff. This chapter accounts for the development of the State Rail Plan from its earliest, pre-PRIIA stages to its current status. The chapter also details the

important role the Advisory Committee, comprised of both passenger and freight stakeholders, has played in the development of the State Rail Plan. The Advisory Committee's knowledge and experience have proven extremely informative in the drafting of the recommended projects and policies included in the Plan.

- 2 The consultant provided a draft of Chapter 10 – Evaluation Framework to staff. This chapter presents the scoring and evaluation framework from which the state will evaluate, rank, score, and select proposed passenger and freight rail projects. Unfortunately staff felt that the consultant's scoring criteria was not sufficiently developed and should be more specifically tailored to Rhode Island's current situation and future goals. Therefore staff drafted a new set of criteria for rail that was based upon Rhode Island's existing TIP Evaluation Criteria for project proposals. Staff modified the TIP Evaluation Criteria to address Rhode Island's goals and objectives, PRIIA draft guidance's consideration for projects measures, and AASHTO's state rail planning best practices recommended project evaluation measures. The criteria will next be reviewed and discussed with RIDOT and RIPTA and then sent back to the consultant for further refinement into the State Rail Plan.

 - 2 The consultant's second draft of the appendix chapter, Potential Organizational Models for Transit in Rhode Island was received and further reviewed by staff. Additional revisions will be made to the draft, as well as a request for the consultant to include findings made in the Rhode Island Office of Management and Budget's December 2012 report to the House and Senate Finance Committee, *Rhode Island Transportation: Review of Function and Organization*.

 - 2 Staff provided further review to the Federal Railroad Administration's (FRA) draft State Rail Plan Guidance that was issued in August 2012. Staff had reviewed this guidance back in the late summer however it was reexamined this quarter by other members of staff as the development of the State's Rail Plan continues. In this latest review, staff noted that FRA's draft guidance expands some of the items required for state rail plans, including a standardized format for all state rail plans. Staff contacted FRA to inquire how the draft guidance would impact Rhode Island and other states that are in the process or have already completed state rail plans. FRA responded that state rail plans that are currently underway prior to their issuance of final guidance (expected in the spring of 2013) will be accepted as long as they meet the basic content requirements outlined in PRIIA.

 - 2 Staff provided an update on the status of the State Rail Plan update at the November 30, 2012 meeting of the Governor's Rail Committee which includes agency directors of RIDOT, Division of Planning, RIEDC, and the Governor's Office.
2. Present individual deliverables up through the Technical Committee and State Planning Council once reviewed by the State Rail Plan Advisory Committee. Upon completion initiate the formal State Planning Council, State Guide Plan Element review and adoption procedures.
 - 1 No activity this quarter as the plan is still being drafted and reviewed by the State Rail Plan Advisory Committee.
 - 2 No activity this quarter as the plan is still being drafted and reviewed by the State Rail Plan Advisory Committee. Staff does however continue to brief the Transportation Advisory Committee on the development and status of the Plan.

Transportation Improvement Program - Task 1015 (high)

1. Finalize and adopt the Draft FFY 2013-2016 Transportation Improvement Program. The final TIP will conform to all federal regulations for funding categories and reflect all recommendations included in the FHWA Recertification Report (2009).
 - 1 The FFY 2013 – 2016 TIP was finalized and adopted by the State Planning Council in July 2012.
 - 2 Staff gave a presentation on the FY 2013 – 2016 TIP to the Rhode Island Consulting Engineers (RICE) at their biannual breakfast held on October 24. The presentation provided an overview of the TIP solicitation and development process, transportation funding, and highlighted projects selected for inclusion in the FY 2013-2016 TIP. The presentation proved to be very informative to RICE members who are not very familiar with the TIP development process and overall financial picture.
2. Prepare the final TIP documents for the Governors review and approval, submittal to FHWA and FTA, as well as final document printing and web posting.
 - 1 The final TIP documents were prepared and submitted to the Governor for review and approval.
 - 1 Drafted a letter with the Governor’s signature for the transmittal of the final FY 2013-2016 TIP to FHWA and FTA.
 - 1 Orchestrated and executed the printing and distribution of 38 bound color copies of the FY 2013-2016 TIP to various staff members at Statewide Planning, RIDOT, RIPTA, FHWA, FTA, RIDEM, and the Governor’s office.
 - 1 Completed the final web posting of the FY 2013-2016 TIP and associated documents from the solicitation, review, and adoption process.
 - 2 All activities were completed during the first quarter.
3. Review and process proposed amendments and adjustments to the FFY 09-12 TIP and FFY 2013 - 2016 TIP as necessary.
 - 1 Reviewed and processed FFY 09-12 TIP Amendment #13 proposed by RIPTA for the agency’s federal discretionary grant award of \$1.5 million and their commitment of \$0.375 million in fare box matching revenues for 2012 ITS/Computer needs. RIPTA also requested the transfer of \$0.3 million from the Transit Program, Bus, Support Eq./Supplies/Vehicle – Preventive Maintenance, 5307 to Transit Program, Bus, Facilities – Admin/Maintenance to offset 2012 building repair costs. This change has been incorporated into the FY09-12 TIP currently posted on the Statewide Planning Program website.
 - 2 Provided support for the following TIP Amendment inquires:
 - Telephone/email request for information regarding FY 2013-2016 TIP funding and projects located in South Kingstown to interested citizen/landscape architect.
 - Telephone/email request for information regarding South Kingstown’s ADA projects listed in the FY 2013-2016 TIP.
 - Provided technical assistance to the Aquidneck Island Planning Commission regarding their efforts to locally forward a proposal for a bike path for future potential inclusion in the TIP.
 - Provided technical assistance to the Town of Westerly regarding their request for a TIP Amendment. Westerly has requested that the Bay Street Infrastructure Project

be added to the TIP for \$563,000 in FY 2014 as the town has made significant investment in moving the project forward since the original TIP solicitation. The Canal Street/White Rock Road Project in Pavement Management will be reduced by an equal the amount in FY 2016 as the town has secured CDBG-DR funding to reconstruct a portion of that roadway. The TIP Amendment request from Westerly is scheduled for a public hearing before the TAC at their February meeting.

4. Work with RIDOT and RIPTA on TIP status reporting for FFY 2013, including RIDOT's efforts to provide enhanced project status reporting to the public.
 - 1 Although RIDOT and RIPTA did not prepare official status reports, the status of projects currently listed in the TIP were reviewed during the process of prioritizing and selecting projects for the FY 2013-2016 TIP. These reports are available on the Statewide Planning Program website.
 - 2 No activity this quarter. It is expected that RIDOT and RIPTA will provide TIP status reporting during the next quarter regarding the projects expected to advance during the spring 2013 construction season.
5. Continue to provide an additional level of transparency to the public by amending the TIP to show actual expenditures of the prior year's TIP obligations.
 - 1 Staff worked in FY 2012 with RIDOT to develop the enhanced TIP tables that now account for the separate federal, state, and other funding allocation per project, as well as the inclusion of the federal funding program codes. A more detailed project description and limits were also added to the tables. The Traffic Safety program projects are also now listed according to municipality and funding program. These added features to the tables provide much more transparency to the TIP. It is anticipated that actual expenditures will be added as the FY 2013-2016 is implemented in the coming years.
 - 2 No activity this quarter. It is expected that actual expenditures will be added as the FY 2013 projects advance.

Travel Demand Modeling - Task 1020 (low)

1. Continue to maintain, refine, and enhance the statewide travel demand forecast model. Use transit network and other capabilities for transportation planning. Perform preparations for next major update and extension of the statewide travel demand forecast model to include Census 2010 data, forthcoming population projections and employment forecasts, and updated highway functional classification.
 - 1 Worked with VHB on the review and update of the travel demand model as part of the update to the long range transportation plan. Reviewed the travel demand model including the traffic files for 2012, 2015, 2025, and 2035 that were prepared by VHB. The results of VHB's run of the travel demand model were summarized in *Transportation 2035*.
 - 1 Continued with the collection and analysis of 2010 census data to be used as base year data for the next update of travel demand model, and researched new methods to perform population projections and employment forecasts that will be used as future model year inputs.
 - 2 Continued with the collection and analysis of 2010 census data to be used as base year data for the next update of the travel demand model. Further refined methods for population projections and employment forecasts that will be used as future model year inputs.

- 2 Participated in a meeting with VHB and RIDOT regarding the incorporation of RIDOT's traffic monitoring data into the travel demand model. As an outcome of the meeting, RIDOT Transportation Management Center will share its data with VHB for inclusion into the travel demand model. The incorporation of Rhode Island's GIS roadway network database and the best way to incorporate it with the TransCAD travel demand model was also discussed. The current version of TransCAD (6) has the ability to open up and export back to a number of ESRI GIS type files. GIS Geodatabases can also be edited within TransCAD if ArcGIS is on the same computer. In the past the statewide roadway line layer was edited to handle one-way links as well as overpasses and underpasses. In doing this, some of the one-to-one correspondence was lost. The use of the GIS roadway network database, as incorporated within TransCAD, will hopefully avoid the loss of the one-to-one correspondence.
2. In conjunction with RIDOT, RIPTA, and other agencies, apply model to corridor and area wide intermodal analyses, transit planning, congestion management, intelligent transportation and land use planning initiatives.
 - 1 Staff, along with RIDOT reached out to VHB, Statewide Planning's travel demand model/air quality consultants, and held a meeting in August regarding the possibility of including commuter transit travel into the travel demand model. The meeting provided beneficial information to RISPP and RIDOT with how to best move forward with the inclusion of commuter rail into the travel demand model.
 - 2 Shared the travel demand model with RIPTA for inclusion in their Comprehensive Operational Analysis (COA) that examines their transit service. (More information on RIPTA's COA is provided under Task 1050).
 - 2 Staff continues to maintain awareness of the benefits of the inclusion of commuter rail into the travel demand model however the high cost is prohibitive at this point in time due to limited staff and funding resources.
 3. Assess the local model enhancements produced through the Aquidneck Island Transportation Corridor and Providence Core Connector Studies for integration back into the statewide travel demand forecast model.
 - 1 Staff is in the process of reviewing transit component documentation from VHB for inclusion in the overall travel demand model documentation as an appendix. Staff is currently collecting new 2010 census data to be used as base year data for the next major update of the travel demand model, and researching new methods for performing population projections and employment forecasts to be used as future model year inputs.
 - 2 No activity this quarter beyond staff continuing to collect and analyze 2010 census data for the travel demand model. Population projections and employment forecasts continue to be refined for use as future model year inputs. The inclusion of the transit component into the travel demand model is cost prohibitive at this point.
 4. Continue staff training and development in use of the model and GIS interface.
 - 1 Staff utilized GIS to create and update maps for the long range transportation plan update, *Transportation 2035*. The following maps were updated in GIS: employment shift by place of work, 2000-2012; population change, 2000-2010; census tract mean travel time to work, 2010; transportation facilities system map, 2012; minority population percentage, 2010; Hispanic population, 2010; African American population, 2010; Asian population, 2010; American Indian population, 2010; low income population, 2010; environmental

justice populations and schools within 250' of interstates and highways, 2010; minority populations within ¼ mile of RIPTA service area, 2010; and intelligent transportation systems, 2012.

- 2 Staff continued to utilize GIS to create and update maps for the long range transportation plan update, *Transportation 2035*.

Air Quality Conformity Analysis - Task 1025 (high)

1. Continue interagency coordination and consultant support required for the air quality conformity process.
 - 1 Staff worked with the consultant VHB, RIDOT, and RIDEM on the air quality analysis for *Transportation 2035* to ensure the transportation projects identified to be of significance were in conformance with the federal Clean Air Act. As part of the analysis staff:
 - o Worked with VHB and RIDOT to review and finalize the list of transportation projects in *Transportation 2035* there were considered to have regional significance.
 - o Coordinated the EPA and RIDEM's review of the initial air quality analysis findings from VHB.
 - o VHB developed the results of transportation conformity air quality analysis for *Transportation 2035*. Staff then summarized VHB's findings in the text of *Transportation 2035*. The results indicate that the air quality emissions will be below the RI State Implementation Plan (SIP) emission budgets.
 - o Coordinated an interagency consultation meeting to review the air quality analysis findings. The meeting is scheduled to occur in October.
 - 1 Participated in a meeting with RIDEM and the EPA office to discuss Rhode Island's air quality classification as the state moves from the EPA's "non-attainment" air quality classification to "attainment" classification next year. Staff provided key information regarding the schedule for the FY 2013-2016 TIP adoption and the anticipated long range transportation plan update.
 - 1 Engaged in a second set of preliminary discussions with EPA, RIDEM, RIDOT, RIPTA, and VHB on the implications for the SIP, CMAQ funding, travel demand model, and transportation air quality conformity process for Rhode Island once it moves from the EPA's "non-attainment" air quality classification to "attainment" classification next year.
 - 2 Coordinated an interagency consultation meeting held on October 25 to review the air quality analysis findings. Meeting participants included representatives from RIDEM, RIDOT, RI Department of Health, Environmental Protection Agency (EPA), and FHWA. Staff provided an introduction and background on the *Transportation 2035* update to the Air Quality Transportation Subcommittee. VHB presented on the findings of the air quality analysis for projects of major significance included in *Transportation 2035*. VHB also provided an update to the travel demand model run, which is component of the air quality analysis. As a result of the interagency consultation meeting, the Air Quality Transportation Subcommittee voted to approve the findings of the air quality analysis for *Transportation 2035*.
2. Ensure coordination with RIDEM, RIDOT, Environmental Protection Agency (EPA), and FHWA on RIDEM's development of an updated State Implementation Plan (SIP) that meets the federal air

quality stipulations found in both 23 U.S.C. and the Clean Air Act, as a necessary component in Long Range Transportation Plan update (see Task 1005).

- 1 Please refer to above activities as they all relate to the discussions and preparation for the SIP update.
- 2 Please refer to above activities. At this time an update to the SIP is not a necessary step in the Long Range Transportation Plan Update.
3. Continue to coordinate with RIDEM on the air quality conformity analysis modeling software transition from the MOBILE model to the MOVES model.
 - 1 Staff continued to monitor the progress on the transition from MOBILE 6.2 to MOVES and received updates from VHB on new developments and extension of the EPA grace period to March 2013 for transitioning to MOVES for transportation conformity determinations. VHB has stated they will be prepared to run the MOVES model whenever it is most appropriate for Rhode Island to use MOVES for transportation conformity determinations.
 - 2 Staff continued to monitor the progress on the transition from MOBILE 6.2 to MOVES and received updates from VHB as they move forward with the March 2013 transition.
4. Using RIDEM's recently updated Air Pollution Control Regulation No. 49, Transportation Conformity as a guide, revise and submit Rule VIII of the State Planning Council Rules of Procedure, which outlines the process and criteria for State agencies to determine air quality conformity for transportation plans and projects, to the EPA for approval.
 - 1 Staff has continued to coordinate the incorporation of the Air Pollution Control Regulation No. 49 into the Rhode Island State Planning Council Rules and Procedures. The State Planning Council Rules of Procedure are currently in the process of being re-written.
 - 2 Staff has worked to incorporate Air Pollution Control Regulation No. 49 into a modified draft Rhode Island State Planning Council Rules and Procedures. The revised draft is expected to be presented and reviewed by the State Planning Council during the next quarter.
5. Pursue educational opportunities for staff as well as Transportation Advisory Committee members relative to air quality conformity concerns, analysis methodologies and review procedures.
 - 1 Staff did not participate in any formal training related to air quality conformity however we continued to have discussions with VHB, RIDEM, and the EPA regarding air quality conformity, the transition to MOVES (Motor Vehicle Emissions Simulator), and transportation conformity for air quality procedures.
 - 2 Staff did not participate in any formal training related to air quality conformity however we continued to have discussions with VHB, RIDEM, and the EPA regarding air quality conformity, the transition to MOVES (Motor Vehicle Emissions Simulator), and transportation conformity for air quality procedures.
6. Extend the State's contract for consultant support as provided for in the initial contract.
 - 1 Completed the execution of the extension of the air quality contract with VHB for another 2 years. As part of the contract extension, staff requested, reviewed, and edited VHB's revised scope of work to reflect the remaining and ongoing work, a revised schedule, and a revised budget with estimated expenditures. Staff also requested a status update from VHB on the itemized tasks listed in the original scope of work that expired in June 2012.

Staff completed the execution of the contract extension within the Department of Administration and with VHB.

- 2 Staff executed an updated cooperative agreement between Statewide Planning and RIDOT for air quality / transportation model consultant support. The agreement was extended until June 2014 with RIDOT reimbursing Statewide Planning for 20 percent of the cost of payments made to the consultant for the services provided. It is understood that RIDOT payments will be used to match federal funds allocated to Statewide Planning.

Transportation Based Climate Change Activities - Task 1030 (medium)

1. Utilize the LiDAR data and the lessons learned through the North Kingstown Pilot Program to refine the initial sea level rise inundation mapping contained in Transportation 2030.
 - 1 No activity this quarter.
 - 2 Staff participated in FHWA's informational webinar regarding their current solicitation for climate change and extreme weather vulnerability assessment and adaptation options pilot projects. FHWA staff provided a brief overview of their Climate Change and Extreme Weather Vulnerability Assessment Framework. FHWA gave an overview of the pilot program and general parameters for the pilots. Based upon the state match requirements to participate in FHWA's pilot program, staff determined that the project is better suited to internal development.
2. Develop a Technical Paper on sea level rise's potential impact on the state's transportation infrastructure including the identification of specific bridges, road, rail segments, airports and other intermodal facilities that may be impacted by municipality.
 - 1 No activity this quarter.
 - 2 Staff developed a draft Work Plan for the Technical Paper, which will be done in two phases. The first phase will assess exposure to sea level rise and the second will assess vulnerability and risk. In Phase One, LIDAR data products developed by URITC will be utilized to produce a coastal community map atlas, exposure tables quantifying inundation of roadway, rail, and other assets under multiple climate change scenarios, and a road index. In Phase Two, the mapping exercise will be used to conduct vulnerability and risk assessments for a subset of assets, which will analyze the degree to which assets would be affected by SLR as well as the potential impact of SLR on these assets.
3. Work with stakeholders to identify and prioritize mitigation needs and measures as they apply to potentially impacted infrastructure identified from both the degree of vulnerability, critical service need, or any other item identified in the Technical Paper.
 - 1 No activity this quarter.
 - 2 No activity this quarter.
4. Work with partners to identify carbon emission and greenhouse gas reduction strategies.
 - 1 No activity this quarter.
 - 2 No activity this quarter.
5. Continue to Co-Chair the General Assembly's Joint Climate Change Study Commission's Infrastructure and Built Environment Subcommittee.
 - 1 No activity this quarter.

- 2 On October 4, 2012, a meeting of the Key Infrastructure and Built Environment Working Group was held to discuss a potential initiative to increase the state's freeboard requirement. Subsequently, members of the Working Group, including the co-chairs, held three meetings with representatives from key stakeholder groups to obtain additional input on the subject.

Congestion Management Task Force - Task 1035 (low)

1. Use the Congestion Management Task Force (CMTF) to connect the congestion management process to long term planning goals. Track and report quarterly on performance measures recently developed by the Transportation Management Center (these include travel delay, levels of service, and vehicle miles traveled). Track and review the results of local and state corridor studies that are developed within the year. Examine final products for implementation steps that can be led or assisted by the CMTF.
 - 2 Reviewed RIDOT's Transportation Management Center's (TMC) September 2012 performance measures report for travel times on various segments of Rhode Island's Interstate. The September 2012 reports indicate that the travel time in August 2012 was consistent with those reported in July 2012 for the roadway segments considered (less than a 5 percent increase or decrease).
 - 2 The northern portion of I-95 between Massachusetts and Providence continues to have a higher travel time index as compared to the other segments considered.
 - 2 The incident rate increased by 39 percent on the northern portion of I-95 between Massachusetts and Providence in August 2012 as compared with July 2012. This was due in part to the increase in the number of incidents from 41 in July 2012 to 58 in August 2012. On the remaining segments considered, a 5 to 15 percent change was reported in August 2012 as compared to July 2012.
 - 2 The average incident clearance time increased by 41 percent on Route 37 in August 2012 as compared with July 2012 but decreased by 22 percent on Route 146 and by 73 percent on I-295 between Massachusetts and Route 7. It should be noted that only a small number of incidents were reported by the TMC in both July and August 2012 on Route 37 and I-295 between Massachusetts and Route 7. On the remaining segments considered, a 5 to 20 percent change was reported in August 2012 as compared to July 2012.
 - 2 The December 2012 Performance Report on travel times on covered segments was not available at this time.
 - 2 The following statistics were taken from the RIDOT TMC Incident Statistics Report dated October 1, 2012 to December 31, 2012. The TMC reported and detected 1,059 incidents during the past quarter. This is an increase of 96 incidents from the previous quarter ending in September which had 963 incidents. The average incident clearance time for the detected and reported incidents was 47 minutes, which is correspondingly higher by 6 minutes for this quarter. The AM Peak travel time experienced 193 incidents during this quarter, which is slightly higher than the 191 incidents experienced during the 1st quarter. The PM Peak experienced 380 incidents (320 incidents during 1st quarter), and Off Peak was 486 incidents (452 incidents during the 1st quarter)*. The number of incidents on selected Interstates and other Freeways are as follows: I-95 618 incidents (579 incidents 1st quarter), I-195 113 incidents (87 incidents 1st quarter), RI Route 10 48 incidents (40 incidents 1st quarter), RI Route 146 64 incidents (56 incidents 1st quarter), US Route 6 37 incidents (38 incidents 1st quarter), I-295 53 incidents (63 incidents 1st quarter), and

“Other” 126 incidents (100 incidents 1st quarter).* Please note that the statistics provided for this quarter differ in composition due to the fact that they come from a TMC compilation on total incidents reported and not from the quarterly performance report. The last available Performance Measures Report is from September 2012.

2. Chair the quarterly CMTF meetings and represent the MPO on the Incident Management Task Force.
 - 2 Chaired the September 18, 2012 Congestion Management Task Force meeting. Topics covered at that meeting included an overview of TMC performance measures on congestion, an update on the RI*STARS project contracts on Aquidneck Island and discussions on expanding the travel demand model to include rail in the transit component.
 - 2 Provided representation at the September 26, 2012 Incident Management Task Force meeting held at RIDOT which mostly focused on emergency preparedness for the upcoming winter.
 - 2 Participated in the December 5, 2012 Incident Management Task Force meeting held at RIDOT. The meeting discussion included the after action summary of Super Storm Sandy, RIDOT winter operations, and National Traffic Incident Management (TIM) Responder Training.
 - 2 Chaired the December 21, 2012 Congestion Management Task Force meeting. Topics covered at the meeting included an overview of the TMC’s performance measures for congestion, an update on the Aquidneck Island RI*STARS project contracts, and a discussion on expanding the INRIX ITS coverage within Rhode Island. The TMC’s consultants provided a presentation on new methods to identify congestion or bottle-necks on principal arterial roadways other than interstates and freeways. This information will be useful in staff’s identification and targeted measures to reduce congestion.
3. Work with RIDOT to reexamine the 2003 RIDOT Diversionary Route Plan for interstates and other major highways. Assess the location of diversion points, routes, and use according to vehicle type; signage; road surface conditions; traffic signal systems; traffic flow and capacity; ITS infrastructure and recent major events that tested the diversionary route plan, specifically the floods of 2010. Develop a technical memo to detail the assessment’s findings and work with RIDOT to update the Plan accordingly.
 - 2 Completed scoping of background data needed and awaiting GIS files from RIDOT and Statewide Planning Information Center. Arc Map 10 was installed on a staff member’s computer to assist with the analysis. RIDOT is also preparing additional coverage that will be useful for this analysis.
 - 2 Received GIS files from RIDOT identifying crash data locations, pavement conditions, traffic counts, roadway ITS infrastructure, and signalized intersections in Rhode Island. Developed a draft a matrix for the inventory and analysis of the diversionary routes. Additional metadata has been requested from RIDOT on several of the GIS files in order to complete the full analysis.
4. Assess the inclusion of intelligent transportation systems (ITS) in intermodal projects and produce written recommendations for inclusion in the State’s ITS deployment strategy.
 - 2 Draft completed in the third quarter of last fiscal year and is currently under review by management. When the review is complete it will be provided to the CMTF for their review and comments.

- 2 No activity this quarter.
- 5. Examine the state's highway signage readability and placement as it relates to congestion management and traffic safety. Utilize the outcomes of road safety audits (RSA) and other field surveys to identify specific areas of the state's highways where modifications, removal, or new signage could improve traffic safety and reduce congestion. Develop recommendations for the CMTF and RIDOT.
 - 2 Participated in RSA of I-95 in 2nd Quarter of last FY and awaiting RIDOT's consultant report.
 - 2 No activity this quarter as I-95 RSA is still forthcoming.
- 6. Assess the inclusion of next stage ITS technology in dynamic or active highway signage for congestion management and traffic safety purposes. Develop recommendations for the CMTF and RIDOT for the strategic placement (highway lanes, proximity to interchanges, congestion spots, etc.) and content (variable speed limits, travel times, crash warnings, etc.) for the future deployment of dynamic variable message signs based upon existing and planned ITS tools to display real-time travel information on area highways.
 - 2 No activity this quarter.
 - 2 No activity this quarter.

Access Management - Task 1040 (Medium)

- 1. Work with the RIDOT, Rhode Island Builders Association (RIBA) the Office of Regulatory Reform and the Rhode Island Chapter of the American Planning Association to assess whether the Physical Alteration Permit (PAP) process appropriately balances the needs of the RIDOT and property owners while also respecting the local role in permitting overall development proposals. Assemble and chair an advisory committee to guide the effort. Work to identify any apparent disconnects that may exist between the local and state approval processes. Clarify opportunities for local official feedback prior to RIDOT approval. Present a final written report to the CMTF that includes any proposed recommendations for improving the process. Conduct a training session for local planning and public works officials designed to educate them on the PAP process.
 - 2 Organized a PAP Advisory Committee of stakeholders and those involved in the PAP review process. Developed an action statement for the group.
 - 2 Organized and chaired the July meeting of the PAP Advisory Committee to guide the access management effort through a review of the RIDOT PAP process.
 - 2 Designed an online survey to help identify the apparent disconnects between the local and RIDOT PAP application/approval processes. The survey was targeted to local governments officials, builders/developers, and engineering consultants. The survey went live in September. The request to complete the online survey was emailed to the Rhode Island American Planning Association membership, Rhode Island Builders Association membership, and the Statewide Planning newsletter listserv recipients. Helpful feedback is anticipated from the survey.
 - 2 The initiation of the PAP Advisory Committee in July 2012 and its examination of the RIDOT PAP process bring the RI Congestion Management Process (CMP) to a milestone with the full suite of components described in *Transportation 2030* active, as well as fulfilling the recommendation of the 2010 MPO Federal recertification for the CMP.

- 2 The RIDOT PAP application/approval processes online survey was available online until the end of October. A draft report was prepared to summarize the results and findings that helped to identify problematic areas in need of improvement for the RIDOT PAP application/process.
- 2 Organized and chaired the November 14, 2012 meeting of the PAP Advisory Committee. The results and findings of the online survey were shared and discussed by the PAP Advisory Committee. Helpful feedback was obtained from Committee members regarding measures that should or should not be included as action items to address the PAP application deficiencies on a state, municipal, and public level.
- 2 Drafted an RIDOT PAP application/approval processes Action Plan. Held a meeting with RIDOT staff regarding actions included in the Plan. The Action Plan will now be presented and reviewed by the PAP Advisory Committee at their February meeting.

State Employee Commuter Task Force - Task 1045 (*high*)

1. Present the final State Employee Commuter Task Force, State Employee Transportation Guide Plan to the Director of the Department of Administration, Senate President and Speaker of the House.
 - 2 Report is under internal review and will be submitted to the Director of the Department of Administration.
 - 2 The Report is still under internal review at this time.

Transit Planning - Task 1050 (*medium*)

1. Continue to support RIPTA in the completion of the Downtown Core Connector Environmental Assessment and Alternatives Analysis through technical assistance and funding, where possible.
 - 2 No activity this quarter.
 - 2 No activity this quarter.
2. Cooperate with RIPTA in the implementation of *A Vision for the Future of Transit in Rhode Island, A Five Year Strategic Plan*. This Strategy addresses service improvements, means to maximize funding investments, and transit connections. Incorporate relevant recommendations into the state's long-range transportation plan and short term programs, such as the TIP.
 - 2 Staff worked with RIPTA to incorporate programs and funding resources identified in their strategic plan into the update of the Transportation Financing chapter of *Transportation 2035*. Specific items incorporated include a description of RIPTA's use of state funds, fiscal constraint analysis, and estimated funding for the next phase of the Providence Core Connector.
 - 2 Actively participated as an advisory committee member in RIPTA's in-depth review of the agency's transit service as part of a Comprehensive Operational Analysis (COA). The COA is an initiative included in RIPTA's *A Vision for the Future of Transit in Rhode Island, A Five Year Strategic Plan*. The COA involves an in-depth look at RIPTA service and identification of the agency's strengths and weaknesses, as well as potential opportunities to create a better transit network.
 - 2 Staff participated in the COA project team's stakeholder interview regarding RIPTA's operations. The discussion was focused on the COA's bus route evaluation, the coordination of RIPTA bus service and routes with MBTA commuter rail service, potential regional hubs, and low performing routes scheduled for service elimination.

- 2 Staff participated in the kickoff July COA advisory committee meeting. Staff shared with the committee information regarding the travel demand model and the possible insight it could provide with forecasting ridership and routes, as well as inquiring about bus service to destinations (hospitals) that are located on low performing routes.
 - 2 Staff participated in the September COA advisory committee meeting. The meeting discussion included a recap of the project purpose, RIPTA service guidelines, COA route evaluations, hub planning, and passenger/non-rider surveys.
 - 2 Staff participated in the November COA advisory committee meeting. The meeting agenda included an overview of recent passenger and non-rider surveys, an overview of proposed updates to RIPTA's service guidelines, and an update on the ongoing route evaluation process and themes that are emerging. A brief presentation was also made to highlight the changes faced by RIPTA when balancing the need to meet travel demand with requests for coverage based service. Staff asked various questions including if the analysis accommodates Pawtucket's prospective two-way street conversion project that is included in the FY 2013-2016 TIP and RIPTA's policy for stopping or not stopping at marked bus stops.
3. Continue to serve on the City of Providence's *Transit 2020* Task Force.
- 2 No activity this quarter.
 - 2 No activity this quarter.
4. Assist RIPTA in emergency response planning, transit hub evacuation planning, and alternate transit hub identification.
- 2 No activity this quarter.
 - 2 No activity this quarter, however alternative transit hub planning is part of RIPTA's COA detailed above.
5. Continue to provide assistance, as resources allow, to interagency planning teams engaged in designing transportation strategies to assist in removing transportation barriers to transitioning clients to meaningful employment.
- 2 Participated in the July and August Accessible Transportation Advisory Committee meetings. Provided the Committee with information on the long range transportation plan update, *Transportation 2035*. Also worked to update the Committee's by-laws and assisted in preparing the group's a bi-annual presentation to the RIPTA Board of Directors.
 - 2 The Accessible Transportation Committee's October and November meetings were canceled. Staff did attend and participate in the Committee's December meeting at which staff provided information on the long range transportation plan update, *Transportation 2035*. The meeting also focused on the continued effort to update the Committee's by-laws. There was also discussion regarding RIPTA's on-board announcements and signs for priority boarding for the mobility impaired and elderly for all buses which will be provided in both Spanish and English. There will be a RIder restructuring commencing in January 2013. There will be a limited deployment of ATMS in the spring of 2013 consisting of both audio and visual automated stop announcements. The committee also reviewed a spike in wheelchair lift failures.

6. Participate in transit studies and planning activities designed to increase ridership and assure adequate public transportation for the workforce. Provide input and assistance to other transit studies as necessary.
 - 2 Participated in RIPTA's July and September Comprehensive Operational Analysis (COA) Steering Committee meetings. See Task 1050, #2 for additional details.
 - 2 Participated in RIPTA's November Comprehensive Operational Analysis (COA) Steering Committee meetings. See Task 1050, #2 for additional details
7. As resources allow, continue to participate in RI Department of Education's Statewide Plan for Special Needs Student Transportation and Out of District Student Transportation.
 - 2 No activity this quarter.
 - 2 No activity this quarter.
8. Continue to work with RIPTA to score and prioritize projects for funding under the Job Access/Reverse Commute Program.
 - 2 Staff served on the 2010 grant evaluation panel and is prepared to serve on future grant rounds upon request.
 - 2 No activity this quarter.
9. As outlined in the RIPTA Strategic Plan, continue to regularly meet with RIPTA and RIDOT to ensure a coordinated approach to transit planning.
 - 2 Staff has had regular bimonthly meetings with RIPTA and RIDOT regarding a coordinated approach to transportation planning. Meetings topics include the coordinated effort towards transit planning in the update of the long range transportation plan, *Transportation 2035*, Title VI reporting, travel demand modeling, transit oriented development, the State Rail Plan, potential commuter resource strategies during construction of the Providence Viaduct, and potential agency organizational models for commuter rail service as it expands in Rhode Island.
 - 2 Staff organized and hosted the Statewide Planning, RIPTA, and RIDOT coordinated approach to transportation planning in January. Meeting topics included the update of the long range transportation plan, *Transportation 2035*, the State Rail Plan update, travel demand model status, RIPTA COA status, commuter rail emergency RIPTA bus service, South Attleboro Station update, Commuter Resources RI update, Providence Train Station update/bus livability grant, FTA New Freedom funding, Sakonnet River Bridge tolling, RIDOT engineering projects, ozone alert day funding, and park & ride lot issues.

Airport Planning - Task 1055 (low)

1. Work with the Rhode Island Airport Corporation (RIAC) to finalize and publicize its Airport Land Use Compatibility Guide Book.
 - 2 Reviewed the revised draft of the Airport Land Use Compatibility Guide Book for both content and to ensure that staff's previous comments were sufficiently addressed in the revised draft.
 - 2 Engaged in a meeting with RIAC regarding Statewide Planning's comments on the draft Airport Land Use Compatibility Guide Book. Staff provided notable feedback to RIAC regarding the Guide Book's text summarizing the land development process in Rhode

Island, as well as how to best solicit, engage, and involve local communities in airport planning activities.

- 2 Engaged RIAC and their consultant following the September Airport Land Use Technical Advisory Committee meeting to review staff's comments on the Airport Land Use Compatibility Guide Book. Staff provided comments including the suggestion to include all six airport host communities and low-level over flight communities (such as East Greenwich and Portsmouth) in the Airport Land Use Compatibility Guide Book's development process and suggested additions to the text regarding the reduction of on-airport noise. A meeting with municipal planners and Land Use Technical Advisory Committee members is planned for mid-January 2013.
2. Work with RIAC, host communities, and other stakeholders to implement the State Airport System Plan and to develop and implement associated Airport Master Plans such as the effort currently underway for Quonset.
 - 2 Staff participated in the initial Airport Advisory Committee meeting in September regarding the Quonset State Airport Master Plan Update. The purpose of the meeting was to welcome the committee, provide an introduction to the project, outline the master plan process and elements, and outline the schedule. The first set of materials to review will be the draft of Chapter 1 which is anticipated prior to the end of the year.
 - 2 Reviewed chapters 1 & 2 of the Quonset State Airport Master Plan update. Due to a scheduling conflict staff was unable to attend the January meeting of Airport Advisory Committee regarding the Quonset State Airport Master Plan Update. However comments were provided to RIAC regarding the chapters under review.
 - 2 Met with RIAC's consultants for the relocation of Main Avenue in Warwick project. RIAC is planning to extend T.F. Green Airport's runway 5-23 to the south. One component of this multiphase project is to relocate a section of Main Avenue on a new alignment. The consultants, on behalf of RIAC, met with staff to introduce the highway project and collect any feedback. Staff provided feedback regarding the specific roadway alignment and parcel access.

Corridor Planning - Task 1060 (low)

1. In cooperation with RIDOT, RIPTA, regional planning organizations (as applicable), and/or municipalities, support and monitor the development and implementation of detailed corridor plans. Corridor planning will engage key stakeholders, encompass all modes, and provide for integration of land use and transportation concerns within the process.
 - 2 Engaged in a meeting with RIDOT and FHWA to discuss the next steps of the RI*STARS program, as well as to identify new corridors applicable to RI*STARS and the Congestion Management Process. Possible actions discussed include utilizing traffic safety funds to solicit projects from the municipalities/regional planning organizations for new transportation corridor studies that would feed into RI*STARS projects. It is envisioned the solicitation would be similar to the Statewide Planning Challenge Grant Program, however the focus would be on transportation corridor studies with emphasis placed on accident and crash data in the identification of high hazard arterials and intersections. We are currently working with RIDOT to develop a schedule for initiating this process.
 - 2 No activity this quarter, however a meeting is scheduled for late January to discuss the future direction of RI*STARS.

2. In cooperation with RIDOT and the Towns of Smithfield and Lincoln, initiate a Corridor Study on Route 7 and Route 116 focusing on the areas between and surrounding the I-295 interchanges.
 - 2 No activity this quarter.
 - 2 No activity this quarter.

Title VI/ Environmental Justice - Task 1065 (high)

1. Perform a Title VI compliance assessment and develop a benchmark matrix to identify the Program's current status in relation to federal regulations for Title VI / nondiscrimination populations.
 - 2 Performed a Title VI compliance assessment and developed a benchmark matrix to identify the Program's current status and to identify areas/strategies for future environmental justice advancement. Several topic areas were identified that the Division must address in the future. These include better demographic reporting and preparation of an LEP Plan.
 - 2 Developed and submitted a final Title VI report to RIDOT Civil Rights Office after engaging with RIDOT in a prior draft submission and two coordination meetings.
2. Develop a work plan to implement and achieve Title VI compliance. This will include acknowledging the accomplishments and promptly correcting program area deficiencies where they have been identified. Potential work plan items include:
 - updating the 2007 Public Participation Plan;
 - conducting a Limited English Proficiency Process (LEP) Four Factor Analysis and developing a language implementation plan;
 - formalizing data collection and analysis procedures for analyzing the benefits and burdens of transportation systems investments on Title VI and environmental justice populations;
 - developing an interdisciplinary approach for the identification of Social, Economic and Environmental (SEE) effects and impacts;
 - quantifying the SPP's contracting opportunities to DBEs, as a means to determine the overall DBE participation levels and Title VI compliance with hired consultants, including consultants hired through federal transportation grant funds disbursed and managed by the Program;
 - Updating the SPP's Title VI Plan and Nondiscrimination Assurance. Incorporating relevant Title VI assurance language into all documents where applicable, ensuring that the SPP's Title VI/Nondiscrimination Policy is up-to-date and designating a Title VI liaison for the Program; and
 - Ensuring that the Program's Equal Employment Opportunity (EEO) Plan is up-to-date and compliant.
 - 1 Met with RIDOT to discuss the work plan for the development of a LEP Plan.
 - 1 Developed a draft LEP Plan that included a Four Factor Analysis, demographic data from the American Community Survey identifying LEP individuals in Rhode Island, language assistance measures, translation of materials plan, oral services measures, staff training, notice of available language measures, and monitoring and complaint procedures. A draft LEP Plan was completed at the end of this quarter and sent to RIDOT for review.

- 1 Data collection and analysis procedures for analyzing the benefits and burdens of transportation systems investments on Title VI and environmental justice populations was undertaken during the update of the Long-Range Plan, *Transportation 2035*. In 2008 Statewide Planning conducted a benefits and burden case study of the environmental justice population based on 2000 U.S. Census data and select elements of the 2008 transportation system for *Transportation 2030*. The target population's environmental justice proximity to an interstate and bus routes was used as a variable in the 2008 case study, along with access and air quality assumptions to calculate the measure of burden. As part of the 2012 update, the same analysis was employed using 2010 U.S. Census figures. This analysis found that a higher proportion of minorities and populations below the poverty level continue to live within the case study area and there continues to be a disproportionate burden with regards to the transportation systems studied.
- 1 Also part of the *Transportation 2035* update, a benefits analysis was conducted utilizing 2010 U.S. Census figures to determine if target environmental justice populations have equitable transit access. The transit dependent demographic group (zero-car households) was considered in this analysis. The same equation used in the burdens analysis was used for this analysis for combined minority and low income populations. It was found that Rhode Island's environmental justice populations, along with transit dependent populations have and continue to have greater access to transit than the state population as a whole.
- 1 An outline for a Title VI Report was developed by RIDOT for Statewide Planning and presented at a meeting on May 1, 2012. The report is part of Statewide Planning's new obligations as a sub-recipient of planning funds from the Consolidated Planning Grant with RIDOT and FHWA.
- 1 A Title VI Draft Report was prepared and completed at the end of this quarter. The Draft Report includes general obligations such as Title VI certifications and assurances, Title VI notification, Title VI complaint procedures and forms, public outreach activities, and the new LEP Plan. Once the Title VI report is reviewed and accepted by RIDOT, staff will complete incorporating relevant Title VI assurance language into all documents where applicable, ensure that the SPP's Title VI/Nondiscrimination Policy is up-to-date, and designate a Title VI liaison for the Program.
- 2 Completed the final LEP Plan and submitted it to RIDOT's Civil Rights Office. The LEP Plan along with the Title VI Report includes the development of performance based measures as a means to implement and monitor progress.
3. Maintain appropriate administrative documentation and data necessary for the preparation of RIDOT's Annual Title VI update report.
 - 1 No activity this quarter. Reporting is anticipated in future quarters.
 - 2 Implemented a modified special accommodation announcement for inclusion in all of Statewide Planning's public meeting notices including the Transportation Advisory Committee, Technical Committee, the RIGIS Executive Committee and State Planning Council meeting agendas.

1. Serve as the State Coordinator and single point of contact for the RI Safe Routes to School (SRTS) Program. Maintain a successful SRTS Program in accordance with federal requirements and per the cooperative agreement and work flow documents executed with RIDOT.
 - 1 The State Coordinator has had frequent contact with RIDOT staff, SRTS award recipients, SRTS National Center, other SRTS coordinators (mainly through a coordinator listserve), as well as members of the public. Communication with award recipients regarding their SRTS non-infrastructure and infrastructure projects included school and municipal officials from both Round 1 and Round 2 awards in the following municipalities: Barrington, Central Falls, Cranston, East Providence, Jamestown, Narragansett, Newport, Providence, Smithfield, Warren, Westerly, and Woonsocket. Examples of coordination this quarter included:
 - Responding to questions and discussion for SRTS non-infrastructure eligible items and activities, as well as providing assistance with the completion of quarterly reports including the quarterly report's narrative, fiscal receipts, as well as other various items that needed to be included in the report. Coordinator encouraged school and municipal personnel to fully implement and speed-up when necessary the non-infrastructure activities.
 - Assisting Woonsocket schools to implement a successful non-infrastructure SRTS program in all of the City's public elementary and middle schools in conjunction with a non-profit agency and a part-time SRTS coordinator. Most of the Woonsocket non-infrastructure funds have now been expended, resulting in the conclusion of the involvement of the non-profit agency and Woonsocket SRTS coordinator. The Woonsocket city planner is now working with the State SRTS Coordinator to determine what activities could best utilize the few remaining funds.
 - Providing continued assistance and coordination to RIDOT to ensure that SRTS grant recipient's school department personnel and the rest of the "school team" work together on the infrastructure implementation. Particular assistance was provided to RIDOT this quarter in their dealings with Central Falls.
 - Began working with RIDOT to determine the eligibility of basic infrastructure elements for new projects.
 - Contacting municipal officials (i.e., Barrington, Cranston, East Providence, Woonsocket, Providence and others) on infrastructure project status and the coordination with RIDOT staff.
 - Responding to law enforcement officers in two municipalities on where information can be obtained on crossing guard training.
 - Communicating the concerns of the FHWA SRTS Program Manager to RIDOT regarding the need for faster authorization / obligation of infrastructure when possible.
 - Consulting with FHWA and SRTS National Center on various issues such as SRTS eligible activities, requirements, etc.
 - 1 Providing material to RIDOT in preparation for upcoming on-call consultants' work on infrastructure project design. State Coordinator will participate on infrastructure project coordination as they proceed with design and construction
 - 2 The State Coordinator continues the same communication as outlined above. Specific examples this quarter include:, to have frequent contact with RIDOT staff, SRTS award recipients, SRTS National Center, other SRTS coordinators (mainly through a coordinator

- listserve), as well as members of the public. Communication with award recipients regarding their SRTS non-infrastructure and infrastructure projects included school and municipal officials from both Round 1 and Round 2 awards in the following municipalities: Barrington, Central Falls, Cranston, East Providence, Jamestown, Narragansett, Newport, Providence, Smithfield, Warren, Westerly, and Woonsocket. Examples of coordination this quarter include:
- Particular assistance was provided to RIDOT on organizing and coordinating the implementation of the upcoming SRTS Round 2 infrastructure kickoff meetings with the schools / municipalities awarded grants. Those attending the meetings included the RIDOT project manager, on-call consultants, RI SRTS Coordinator, school principal, municipal officials such as city/town engineer, public works official, school bus transportation manager, law enforcement, and any others of the SRTS team that the local contact wishes to invite.
 - Contacting municipal officials (i.e., Barrington, Central Falls, Cranston, East Providence, Jamestown, Providence, and Woonsocket) and RIDOT staff regarding Round 1 infrastructure project status and coordination.
2. Require quarterly reports of award recipients and produce a program wide quarterly report that tracks and monitors the implementation of all active infrastructure and non-infrastructure projects. Clearly identify achievements, shortcomings, and next steps for each. Include a fiscal component that individually tracks SRTS funds budgeted to, and expended by RIDOT, SPP and specific award recipients. Include current balances and variance by line item. As the SRTS coordinator, work to resolve and / or facilitate the resolution of identified shortcomings and successful completion of next steps from quarter to quarter.
- 1 Continued the on-going work on the various tracking, status, and fiscal reports listed below. It is anticipated that these tracking items and reports will be consolidated into a program wide report. Non-infrastructure activity reimbursement information is tracked by Coordinator. Tracking information gathered during this quarter includes:
- Progress of non-infrastructure agreements completed and signed by municipality/ school and Statewide Planning Program with Notice to Proceed to-date. Worked with Newport to finalize draft of cooperative agreement and is now ready for Newport officials to sign.
 - Monitor progress of RIDOT authorization letters received in FY 2012 from 10 out of 12 municipalities for RIDOT to manage the design and construction of the SRTS infrastructure portion and to utilize RIDOT's on-call consultants. Two municipalities, Newport and Jamestown, will have separate agreements with RIDOT as they have opted to continue to utilize their own consultants who have already started work on the projects.
 - Record and track expenses paid for non-infrastructure activities.
 - Initiated work with RIDOT on obtaining additional fiscal information. Desired items include the fiscal amount of staff time charged by both agencies to the SRTS grant, infrastructure invoices incurred and paid thus far, as well as an estimate for additional/extra anticipated infrastructure expenses.
- 1 Coordination with RIDOT on Round 2 infrastructure projects. Due to the delay in the selection and contract negotiations for RIDOT's on-call consultants for SRTS infrastructure project design it is anticipated that the projects will begin in the second quarter of FY 2013.

- 1 Assisted RIDOT with the preparation and reporting of RIDOT quarterly performance measures for SRTS. In summary, infrastructure projects at 16 schools out of the 36 schools awarded (some had one project serving two schools or was continuation of Round 1 project), have been completed or substantially completed as of September 30, 2012. Many schools have 2 or 3 year non-infrastructure programs that are continuing.
- 2 Continued the on-going work on various project tracking, status, and fiscal reports listed below. These tracking items and reports are part of the program wide report. Non-infrastructure activity reimbursement information is tracked by Coordinator. Tracking information gathered during this quarter includes:
 - o Progress of non-infrastructure agreements completed and signed by the municipality/school and Statewide Planning for Notice to Proceed. Newport officials signed their agreement this quarter.
 - o Record and track expenses paid for non-infrastructure activities.
 - o Update status report of both non-infrastructure and infrastructure activities for Rounds 1 and 2.
 - o Continue work with RIDOT on obtaining additional fiscal information, both spent and projected for budget items under SAFETEA-LU funding. This includes the time period from the beginning of the funding in 2005 to September 30, 2012.

Safe Routes to School – Grant Management / Agreements - Task 1075 (medium)

1. Maintain all state and federally required programmatic documentation.
 - 1 Prepared quarterly reports for the SRTS National Center.
 - 1 Worked with RIDOT staff on their quarterly reporting performance measures for SRTS.
 - 1 Worked with others as appropriate on SRTS project status, such as status of projects requested by SRTS advocates.
 - 2 Prepared quarterly reports for the SRTS National Center
 - 2 Worked with RIDOT staff on their quarterly reporting performance measures for SRTS.
 - 2 Updated SRTS advocates on SRTS project status.
2. Work with the Cities of Cranston and Newport to complete the cooperative agreements for their most recent awards.
 - 1 Staff prepared a draft of Newport’s non-infrastructure Cooperative Agreement and sent it to the city and school in a prior quarter. Worked with Newport to finalize and sign their Agreement.
 - 1 The principal at the Cranston school awarded a grant in Round 2 has requested that the non-infrastructure activities start after the infrastructure project is completed. It is expected that the Cranston’s non-infrastructure agreement for Round 2 will be completed and signed in the next quarter.
 - 2 Obtained Newport school/city officials signature for their SRTS Non-infrastructure Cooperative Agreement.
 - 2 It is expected that the Cranston’s non-infrastructure agreement for Round 2 will be completed and signed in the next quarter.

3. Process recipient and vendor payment requests as necessary.
 - 1 Reminders for quarterly reports were sent to award recipients and processed. Woonsocket's Round 1 report was delayed on account of staff changes in Woonsocket and the need for additional information from non-profit agency involved in Woonsocket's grant.
 - 1 Quarterly reports from the beginning of implementation to the quarter ending June 30, 2012 were received from Barrington, East Providence, Smithfield, Warren, and Woonsocket.
 - 2 On account of school not being in session during the summer months, the RI SRTS Coordinator informed grant recipients that they could combine spending incurred during September 2012 with the rest of the 4th quarter ending December 2012. Quarterly reporting reminder notices will be sent in the beginning of 2013. East Providence submitted a report for the 3rd quarter separately.

Safe Routes to School – Public Outreach / Workshop Coordination / Solicitation - Task 1080 (low)

1. Implement the SRTS National Course workshops for Cranston and Newport. Attend national training and additional educational workshops as needed.
 - 1 Staff anticipated the implementation of the SRTS National Course workshop for Newport this fall. However, on account of Newport's staff changes and other factors in Newport, the course workshop was not scheduled at this time. Course workshop preparation involves several weeks lead time and it is desirable to hold it when there is less chance of weather related school cancellation. It is anticipated that the workshop can be scheduled in the spring of 2013.
 - 1 For maximum benefit, the workshop at the Cranston Western Hills Middle School should be held shortly before or in the beginning of the implementation of the non-infrastructure activities. The school principal has requested to hold-off on the non-infrastructure activities until after the infrastructure component is complete.
 - 1 Worked with State Planning Program accountant and RI Department of Administration Office of Purchasing to extend the sole source agreement for the SRTS National Course to June 30, 2013. This is to accommodate the requested delay for the Newport and Cranston course workshops. (Agreement can only be extended one year at a time.)
 - 1 State Coordinator attended the State Coordinators SRTS Annual Meeting directly followed by the Pro Walk / Pro Bike National Conference held in California in September. As always, very useful information was gained at the conference sessions and networking relationship building. The SRTS Annual Meeting included program information from national coordinators, as well as much discussion regarding the implementation of MAP-21 and the possible implications on the SRTS program which will be formally addressed in the forthcoming the federal guidelines. The Pro Walk / Pro Bike National Conference included numerous program ideas that will be helpful for Rhode Island's SRTS program. In addition to attending the numerous presentations at the meeting and conference, the State Coordinator attended the following beneficial workshops: "Complete Streets in New Jersey: Winning!," "Placemaking Fireside Chat" (including Dan Burden, the "guru" of walkable communities); "Independent Walking, Biking, and Roaming by Kids," "Safe Routes Networks: Building Livable Communities for Kids and Everyone" including information on walking school buses, "Thinking Big About SRTS: School Travel Plans in Large Districts."
 - 1 State SRTS Coordinator has engaged in various SRTS webinars including updates on SRTS funding under MAP-21.

- 2 State Coordinator worked with the SRTS National Center and Newport and Cranston officials to set the date for the workshops in the spring.
2. Assess interest in conducting additional statewide educational workshops. A potential topic includes the use of “walking school buses.” If interest exists, work would include procuring an experienced facilitator to lead the workshop(s); arranging a venue; inviting and registering participants; executing the event; evaluating its usefulness and ensuring vendor payment. SRTS round one and round two recipients will be given registration priority.
 - 1 It is anticipated that this will be planned in the next quarter.
 - 2 It is anticipated that this will be planned in the next quarter.
3. Research, plan, and prepare for a FFY 2014 project solicitation.
 - 1 It is anticipated that this will be started in the second or third quarter.
 - 2 It is anticipated that this will be started in the third or fourth quarter
4. Maintain regular communications between award recipients, RIDOT staff, the SRTS Steering Committee and other interested public and private parties. Establish a list serve to facilitate information exchange amongst these parties.
 - 1 Regular communication by telephone and email occurs frequently as indicated above, sometimes several per day. Coordination and communication also occurs regularly with RIDOT. Frequent group emails are sent to award recipients (“SRTS schools”) to apprise them of appropriate topics and activities such as webinars, International Walk to School Day, etc. This also includes responding to request for information and working with various SRTS advocates.
 - 1 Regular communication is maintained amongst the SRTS State Coordinators and SRTS National Center staff through a national coordinator listserve. Feedback on ideas, problems, etc. is gained from the national coordinator listserve. In addition, the SRTS National conducts regular state coordinator conference calls such as the one held on July 24, 2012 regarding an overview of the new Transportation Legislation, MAP-21, as well as the plans for the SRTS Annual Meeting that occurred in September.
 - 1 Group emails sent by the State Coordinator to SRTS award recipients included information on International Work to School Day and National Bike to School Day, information on relevant grants they may wish to apply for from the SRTS National Center, and relevant webinars.
 - 1 The State Coordinator has had numerous conversations or email exchanges with other interested public and private parties regarding information on SRTS. Examples from this quarter include conversations with a non-profit agency walking with children from a Providence elementary school, as well as conversations with North Kingstown residents.
 - 1 The State Coordinator revised the content of the SRTS webpage for the proposed Division of Planning’s website redesign. The revisions were sent to Division of Planning staff where it will go through the necessary stages before it is officially changed.
 - 2 Continued communication outlined above. In addition, this quarter the State Coordinator received inquiries on the formation of a Walking School Bus by a non-profit agency, a school, and others.

Transit Oriented Development (TOD) Planning - Task 1085 (medium)

1. Establish a TOD Advisory Committee consisting of representative of RIDOT, RIPTA, RIDEM, RIEDC, and rail station host communities or those communities formally studying the creation of new rail stations. Create and begin executing a detailed work plan for:
 - o Assessing the feasibility of, barriers to and benefits of higher density TOD development at the associated sites.
 - o Developing informational materials and outreach efforts to other state agencies, local communities and stakeholders regarding the benefits and advantages of TOD;
 - o Investigating the potential of establishing statewide TOD incentive and technical assistance programs for local communities and private developers;
 - o Develop and recommend as necessary, statewide policy, programs or legislation that would further TOD development within the State.
- 1 Staff attended a FHWA and FTA Value Capture Workshop and Technical Assistance focused on the Warwick Station Development District (WSDD). Value capture tools and strategies were presented and discussed regarding the WSDD. Recommendations were presented that facilitated discussion amongst the group. Information and strategies presented in this workshop will be incorporated into future aspects of the TOD study.
- 2 No activity this quarter.

Continuing Transportation Planning Process - Task 1090 (low)

1. Assess various projects, plans, and environmental documents for consistency with transportation elements of the State Guide Plan as needed.
 - 1 South Kingstown update: It was noted that several items listed as future events had already taken place and that the text should reflect their occurrence. Several inconsistencies within the text related to the industrial land use sections were noted. A map displaying the location of emergency response facilities and critical highways used by emergency vehicles was suggested for inclusion. It was also noted that discussion and several maps typically contained within a Comprehensive Plan were not included. Specific transportation items excluded and referenced included functional classification, crash data, bicycle maps, and traffic volumes.
 - 1 South Kingstown Implementation schedule: It was noted that the use of shielded lighting was required for private property but not public property, a suggestion was made that the use of shielded lighting be required for both public and private property. It was recommended that the town maintain, as well as establish well defined pavement crosswalk markings for pedestrian safety.
 - 1 Richmond Draft Comprehensive Plan review: Suggested the inclusion of a map displaying annual vehicle crashes to identify hazardous roadways and/or intersections, as well as to provide a baseline measure to determine the success of future traffic safety improvements. Proposed that the town investigate the use of a Road Surface Management System (RSMS) to track the condition of roadways, sidewalks, and other features rather than just maintaining a list of town roads. It was also noted that a fully developed RSMS can be used to develop a capital improvement program based on the measurable condition of the roadways.

- 1 Central Falls Circulation Element: Corrections were made to the listed data on functionally classified highways within Central Falls. Corrections were also made to the listing of rail operations and railroad tracks. It was noted that including both graphic and tabular data on vehicle crashes locations over time could identify hazardous roadways and/or intersections and where to best prioritize future traffic safety improvements.
- 1 New Shoreham Comprehensive Plan Energy Plan Component- Draft: Statewide Planning had the opportunity to review and comment on a draft of this component of the Comprehensive Plan in May 2012. At that time a suggestion was made related to looking into the use of Pedi cabs or solar powered carts as island jitneys. The suggestion was not incorporated into the final version of the Component.
- 1 Met with Comprehensive Planning staff to discuss material that should or should not be required in a comprehensive plan. Currently items such as traffic volumes and crash data are not required by the legislation, however they are important in developing corridor plans and to identify and prioritize locations for traffic safety investments to improve and maintain a safe roadway system. The subject of listing functionally classified highways in a comprehensive plan arose on account of the desire for a plan to be easily readable and understood by both the local officials and the public. Including functionally classified highways is beneficial to local and state officials as it identifies and clearly lists the higher volume roadways and the roadways that are eligible for funding under the TIP. However the average citizen does not really care about the functional classification of a highway or TIP funding eligibility. One recommendation was that the map and list of functionally classified highways be included in an appendix where the information would be available but would not have to be read as part of the comprehensive plan.
- 2 Jamestown Draft Comprehensive Plan review: No conflicts with the State Guide Plan were noted however additional comments were provided including: questions regarding the status of the LNG Threat Committee and the status of the proposed LNG facility at Weavers Cove; a recommendation to include marine transportation as a part of Circulation Policy 5 (Alternate Transportation Modes); updated information on registered vehicles in the community; and a recommendation to move the Traffic Volume and Accident section to another location in the text in order to keep this and other vehicle information together.
- 2 Army Corp. of Engineers: Deepwater Wind: Review of the proposal which did not contain any conflicts with the State Guide Plan and no additional comments were noted.
- 2 Pawtucket Comprehensive Plan – Growth Center Amendment: Review of the amendment and found no conflicts with the State Guide Plan. Additional comments were provided including: adding and designating the location of the focal points, both specific locations and areas which are presented in the text, to the Growth Center area detail map and developing an accompanying table to describe the designations; displaying and listing all designated areas and city wide facilities, such as bicycle paths, on the city wide map in order to show the relationship of these areas and facilities to the Growth Center; and reversing the order of the Growth Center Map and City Wide Map so the general City Wide map appears first.
- 2 Interstate Reliability Project: Review of the project and found no conflicts with the State Guide Plan. One comment was added that the applicant should electronically file an Obstruction Evaluation/Airport Airspace Analysis with the Federal Aviation Administration (FAA). The link to electronic form and submittal site was provided.

Additional information on Obstruction Marking and Lighting and a link the FAA Advisory Circular was also provided.

2. Coordinate regional transportation planning initiatives through the implementation of the Memorandums of Understanding executed with the Southeastern Regional Planning and Economic Development District and the Central Massachusetts Regional Planning Commission.
 - 1 No activity this quarter.
 - 2 No activity this quarter.
3. Continue to participate in and provide support to the URI Transportation Center, T2 Advisory Board, Highway Safety Planning Committee, Incident Management Task Force, Accessible Transportation Advisory Committee, State Rehabilitation Council's Transportation Consortium, and RI Emergency Operations Center.
 - 1 Staff has continued to actively serve on the steering committee charged with updating Rhode Island's Strategic Highway Safety Plan (SHSP). The RIDOT is leading the effort to update the Plan, however as an active member of the steering committee, staff has provided valuable suggestions on developing revised safety goals, objectives, and action items included in the plan. Staff has also offered to provide RISPP's assistance in implementing some of the Plan's action items including areas where the TIP and long range transportation plan can better address safety measures, as well as congestion management and access management tools that also provide improvements in roadway/highway safety. The steering committee concluded its work in June with the finalization of the Strategic Highway Safety Plan. The Plan was signed by the Governor in late September 2012. Staff anticipates continuing to actively serve on the steering committee as it now works to implement and track the actions outlined in the Plan.
 - 1 Staff participated in the Incident Management Task Force's September meeting.
 - 2 Staff continued to actively serve on Rhode Island's Strategic Highway Safety Plan Steering Committee and participated in the Committee's November 2 meeting. Discussion at the meeting focused on the SWOT analysis to identify the SHSP's implementation strengths, weaknesses, opportunities, and threats. This will help determine readiness for implementation. The Committee also reviewed objectives that are required under MAP-21. Additional information on measurement method and baseline information was added. In addition the Committee selected numerous objectives to improve safety in Rhode Island particularly for the number and rate for fatalities and serious injuries.
 - 2 Staff participated in the Rhode Island's Strategic Highway Safety Plan Steering Committee November 16 meeting which reviewed the SWOT analysis action items, evaluated the SHSP plan objectives, and began the update of emphasis area tracking tools. Staff provided particular input regarding the SHSP's link with the long range transportation plan and the TIP.
4. Maintain and update the highway functional classification system, and review any requested amendments with the Technical Committee.
 - 1 Processed a request from RIDOT regarding the reclassification of highway functional classification for Greene Lane in Middletown. Greene Lane was classified as a local non-classified roadway. However after an investigation into the traffic volumes and development in the area, a recommendation was made to change the functional classification of Greene Lane to Collector. The recommendation was presented and

approved by the Technical Committee at their September meeting. FHWA has been notified of the change and the Middletown map and functional classification list has been updated to reflect the reclassification of Greene Lane.

- 2 At the request of the FHWA, staff in cooperation with RIDOT, reviewed the State's functional highway classification system to ensure that roadways are properly identified within the National Highway System. As a result of this analysis, 23 roadways or roadway segments are proposed for classification or reclassification. The proposed changes involve arterial and collector roadways. A complete list of the subject roadway's existing designation, their proposed reclassification, maps depicting the subject roadways, and functional classification definitions were provided to the affected municipalities, including an explanation for the reclassification. The Technical Committee will meet to consider the proposed reclassifications in early February.
5. Track, assess and provide input in discussions regarding the reauthorization of federal surface transportation legislation.
 - 1 Tracked and identified FTA FY 2012 5303 Metropolitan and 5304 Statewide Planning funds available for RIDOT and Statewide Planning. Developed a request for the FY 2013 Consolidated Planning Grant and sent it to FTA.
 - 1 Continuously tracked updates regarding the July 2012 authorization of Moving Ahead for Progress in the 21st Century (MAP-21) the federal surface transportation legislation. Maintained an open dialogue regarding these discussions with RIDOT, RIPTA, FTA, and FHWA, particularly as it applies to the program funding categories outlined in the FY 2013-2016 TIP and current limited update to the long range transportation plan that is being developed in accordance with the previous legislation, SAFETEA-LU. Staff also consulted with FHWA and FTA to develop anticipated federal funding for projects listed in the FY 2013-2016 TIP.
 - 2 Continuously tracked updates regarding the July 2012 authorization of MAP-21. Maintained an open dialogue regarding these discussions with RIDOT, RIPTA, FTA, and FHWA, particularly as it applies performance measures under MAP-21.
6. Advance regional and state freight planning studies and activities. Continue to host FHWA freight planning, as well as other freight and transportation webinars (see also task 1075).
 - 1 There were three talking Freight webinars in this quarter however, there were no attendees.
 - 1 Staff continued to participate in the I-95 Corridor Coalition Freight Academy's capstone project. In the previous fiscal year, staff participated in the unique, week long, immersion program on goods movement, investments, and interactions program in New Brunswick, NJ. Post program work this quarter has included the preparation of the capstone report and PowerPoint presentation on environmental sustainability for freight. The capstone project findings were reviewed by mentor panels comprised of senior executives of the I-95 Corridor Coalition member organizations and past Freight Academy graduates.
 - 2 Staff continued to participate in the I-95 Corridor Coalition Freight Academy's capstone project. Post program work was completed this quarter and included the delivery of the capstone report and PowerPoint presentation on environmental sustainability for freight. The capstone project findings were reviewed by mentor panels comprised of senior executives of the I-95 Corridor Coalition member organizations and past Freight Academy graduates.

- 2 Staff participated in the Talking Freight webinar on December 19 that shared the findings of another I-95 Corridor Coalition Freight Academy's capstone project regarding freight resiliency. This information will be beneficial and applied as Rhode Island moves to advance freight planning.
 - 2 Worked with RIDOT, FHWA, Quonset Development Corporation, and URITC on the Freight Working Group to address the need for a coordinated freight planning effort in Rhode Island. Staff activity participated in the Working Groups meetings held on September 19, October 5, and 19. Staff provided specific information related to background on freight, MAP-21 funding for freight projects, and freight related goals, policies, and objectives included in the long range transportation plan. The meetings and efforts of the group resulted in the development of a freight white paper explaining the purpose and need for coordinate freight planning and action in Rhode Island. The white paper was presented on November 30 at the Governor's Rail Committee which includes agency directors of RIDOT, Division of Planning, RIEDC, and the Governor's Office.
7. Continue to maintain and upgrade computer equipment and software to support transportation planning activities and public outreach program.
 - 1 Expanded the use of GIS by installing ArcMap 10 on another staff member's computer.
 - 2 No activity this quarter.
 8. Continue to cooperate with RIDOT and RIPTA on transportation finance reform.
 - 1 No major changes have occurred thus far on transportation finance reform however staff continues to support RIDOT and RIPTA on this important issue.
 - 2 Staff attended the Legislative Commission of Sustainable Transportation Funding hearing held on December 14, 2012. At the meeting, the Office of Management and Budget provided a presentation regarding the release of their report, Rhode Island Transportation: Review of Functions and Organization. RIPTA also provided an update on their Comprehensive Operational Analysis (COA) update (described under Task 1050). Staff provided added commentary at the hearing regarding the travel demand model that is used by RIPTA in the COA. Staff later updated senior staff on the items discussed at the hearing.
 - 2 Staff reviewed the Office of Management and Budget's December 2012 report, Rhode Island Transportation: Review of Functions and Organization that was presented to the House Senate and Finance Committee as described above. The report reviews the organizational structure of transportation functions in Rhode Island (of which Statewide Planning is an integral part) and in other states and determines areas for enhanced coordination and efficiency. Staff participated in an earlier meeting with the Office of Management and Budget as part of the development of the report. Some of the material included in the report will be forwarded to the consultants working on the State Rail Plan for incorporation into the Plan's chapter related to organizational structure for transit in Rhode Island.
 9. Attend conferences, seminars and meetings to stay current with new data, trends, implementation techniques and federal requirements regarding transportation planning.
 - 1 Attended the Southern New England American Planning Association two day conference in September in Hartford, CT. Notable conference sessions included "Rethinking Urban Highways and Reconnecting Neighborhoods in Hartford," "Getting to Yes- New

Techniques in Transportation Planning,” “Building Capacity for TOD,” “Putting Cars in their Place: Walking, Biking, and Parking,” “Refueling History: Transforming a Gas Station into a Green Space and Educational Site,” and “Civic Engagement in a Changing World.” These presentations provided valuable opportunities to learn about a variety of transportation related focus areas and how they can be applied in Rhode Island.

- 1 Staff participated in RIDOT’s two-day Transportation Performance Management Training in September. The purpose of the training was to build foundational capacity at RIDOT and with Statewide Planning and RIPTA, to enhance the implementation of performance management on Rhode Island transportation system. Staff was informed on RIDOT’s efforts to move towards a performance based management system for transportation infrastructure, resources, and staffing. Information was also provided regarding FHWA’s performance management measures under MAP-21.
 - 1 Staff participated in RIDOT/URITC’s one-day Regional Peer Exchange for Transportation Performance Management. The purpose of the training was to advance comprehensive Transportation Performance Management (TPM) by state DOTs in the region through sharing established, peer recognized good practices. Staff’s participation as the MPO, proved to be informative regarding RIDOT and other state DOT’s current practices and identified needs to support performance management within the transportation system. The training also discussed opportunities to coordinate RIDOT’s contractual and implementation activities as captured in performance management metrics with the long range transportation plan and TIP.
 - 2 Staff participated in the FHWA one and a half day Every Day Counts (EDC) regional summit meeting held in Warwick on December 10 and 11, 2012. EDC is *intended to identify and deploy innovation aimed at shortening project delivery, enhancing roadway safety, and protecting the environment*. Staff learned how planning and environment linkages included in the EDC toolkit can shorten project delivery time. Staff also learned about some of the advances in roadway construction that are being deployed to facilitate shortened project delivery time, such as the utilization of warm mix asphalt (instead of hot mix) for paving and the use of prefabricated bridge supports for bridge construction.
10. Work with RIDOT to establish a safety and security page of the Statewide Planning Program website dedicated to promoting the safe transportation of people and goods in the State of Rhode Island.
- 1 No activity this quarter.
 - 2 No activity this quarter.
12. Work with RIDOT and FHWA to update the listing and map of intermodal passenger and freight facilities on the National Highway System (NHS) intermodal connectors, as identified in need of update by FHWA’s MPO Freight Program Assessment survey. The updated listing and map will be submitted to FHWA for suggested changes in the NHS intermodal connectors listing for Rhode Island.
- 1 As part of the activities required under MAP-21 related to the inclusion of principal arterials in the NHS, FHWA, RIDOT, and Statewide Planning held a series of meetings and telephone calls to decide on the reclassification and status of several arterials and other classified highways on the state highway system. Much of the discussion centered on the layout and the number of principal arterials, as well as the functional classification of one-

way arterial pairs in Pawtucket. Additional discussion was held on the investigation of other roadways functional classification including the reclassification of several short links in the system that had a lower functional classification than the connecting links on each end, the reclassification of several roadways in Providence due to the new roadway configurations from the I-Way project, and the reclassification of roadways that were within the 2010 U.S. Census Urbanized Areas Boundary.

The final recommendations that resulted from the meetings include:

- Pawtucket's arterial roadways in question would not be reclassified however a conformation of both the number of principal arterials and layout of the existing arterial pattern, including one-way pairs, would be completed.
 - All of the short, misclassified roadways which appeared to have been overlooked in previous reviews of the highway functional classification system, were determined to be eligible for upgrade to principal arterial, and would be upgraded as such.
 - The I-Way project relocated several entrance and exit ramps to I-195 and I-95 in the Fox Point and Dyer Street areas of Providence. As a result, the southern end South Main Street and South Water Street were reclassified from local roadway to collector to reflect their new function as interstate access links. The classification for Dyer Street was not changed since the current increased traffic pattern is temporary and will revert to the decreased traffic pattern currently on the maps once construction associated with the I-Way is complete.
 - The question was raised regarding the functional classification of roadways, urban or rural, that were in or provided access to roadways within the 2010 U.S. Census Urbanized Areas Boundary. It was determined that the roadway's functional classification should reflect the level of service of the roadway and not in relation to the Urbanized Areas Boundary. As a result, roadways crossing into or within the Urbanized Areas Boundary were classified based functional use and not according to the urban or rural land use designation.
- 2 Worked with RIDOT to review their traffic monitoring program and the MAP-21 requirement to identify data requirements of Rhode Island's Highway Performance Monitoring System (HPMS). Staff assisted RIDOT in revising their traffic monitoring work plan for FHWA by identify data requirements related to traffic counts, followed by the type of study requiring the data. Staff indicated reports that are being created from RIDOT's Highway Performance Monitoring System (HPMS) data, including the method the data is accessed and by whom. This information will assist RIDOT with any potential upgrade to the traffic monitoring data base and will ensure that Statewide Planning has continued access to this important data set.
13. Work with RIDOT, FHWA and University of Rhode Island Transportation Center to bring one advanced National Highway Institute (NHI) freight course to Rhode Island. This course should be open to all states and planning agencies in the region.
- 1 Worked with RIDOT, FHWA, Quonset Development Corporation, and URITC on the Freight Working Group to advance freight planning goals and objectives in Rhode Island. The Working Group discussed possible strategies to advance freight including bringing a NHI freight course or FHWA peer-to-peer exchange on freight to Rhode Island. Further

action is anticipated in the coming months as the goals and objectives of the Freight Working Group is further developed and advanced by agency directors.

- 2 Worked continued to work with RIDOT, FHWA, Quonset Development Corporation, and URITC on the Freight Working Group to advance freight planning goals and objectives in Rhode Island. The Working Group continued to discuss possible strategies to advance freight including bringing a NHI freight course or FHWA peer-to-peer exchange on freight to Rhode Island.

Land Use and Natural Resource Initiatives

Transfer of Development Rights Initiatives - Task 2010 (*medium*)

1. Facilitate the development of Transfer of Development Rights (TDR) programs within and amongst Rhode Island municipalities, as it is a critical tool in achieving the urban rural distinction and village/growth center concepts of *Land Use 2025*. Monitor the completion of the Washington County Regional Planning Council challenge grant which is assessing the feasibility of inter-municipal TDR programs. Work with stakeholders to apply the results of this challenge grant in the development of an inter-municipal state or regional TDR framework possibly including a TDR bank, inter-municipal Memorandums of Agreement, and the creation of an approval and review process with a project rating system. Develop a technical guidance paper for suggested critical design features and implementation strategies for adoption of statewide, regional or municipal TDR programs.
 - 1 A 2009 Planning Challenge Grant was made to the Washington County Regional Planning Council. Land Use Staff obtained and reviewed a draft final report for the project in order to coordinate with tasks for Village and Growth Center Initiatives, Task 2020 and Sustainable Communities Regional Planning Grant Task 3035, Growth Centers. See Task 4050, Planning Challenge Grant Program for current status of challenge grant.
 - 2 No Activity this quarter.
2. Continue to provide technical support to communities in planning for TDR programs including suggested language for incorporating TDR principals into municipal comprehensive plan drafts, 5 year updates and implementation programs.
 - 1 Land Use Staff provided technical assistance to the Town of Exeter regarding implementation of a 2009 Planning Challenge Grant to analyze several potential village area sites, develop zoning and design guidelines to implement the desired rural village development, and establish a transfer of development rights (TDR) program for the Town. Land Use staff review of the legal notification for the mandated public hearings regarding the proposed zoning and community comprehensive plan amendments was undertaken and advice concerning notice content was provided to the Town Planner. The Town adopted the amendments on 10.17.12.
 - 2 Land Use staff continued to provide technical planning support to the RI DEM on development of their 2011 Planning Challenge Grant (see Task 2020) which includes a TDR component.

Village and Growth Center Initiatives - Task 2020 (*high*)

1. Provide technical planning support to the RI DEM as they implement their 2011 Planning Challenge Grant award for the production of a growth center development manual and training

program for municipal officials. Ensure that rural as well as urban variations are included, proposed model methodologies for proper siting, design and development, proposed procedures for review and approval; and potential incentives for encouraging implementation are developed within the smart growth context of *Land Use 2025*. Work with RI DEM to assure that the deliverables coordinate with the statewide mapping resources intended to be produced through the Program's Sustainable Communities Initiative.

- 1 Land Use staff provided technical assistance to the DEM regarding a 2011 Planning Challenge Grant. This grant was to assess village development in Rhode Island and other similar areas to identify successful strategies that can be replicated in other local areas. Additionally, a guidance manual and training program is to be developed for local officials to encourage villages in their communities. The Land Use staff assisted DEM staff in writing a scope of work for the grant and a RFP to hire a consultant for the project. Land Use staff also served on a review committee to rank consultant responses to the RFP for DEM and select a preferred candidate able to meet the requirements of the project.
 - 1 Land Use staff worked with the Sustainable Communities grant staff and the Consistency Review, Comprehensive Planning and Planning Assistance staff on the scope of work for the grant and the RFP to coordinate consultant work on centers / villages to ensure each is adding new work and policy rather than replicating past projects.
 - 1 Land Use staff continued to coordinate a graduate student research project from Roger William University Architecture Program on growth centers in Rhode Island. Provided direction to graduate student and comments to lead Professor regarding a final report on RI Growth Centers.
 - 2 Land Use staff assisted with the organization of and attended the first advisory committee meeting of DEM's 2011 Challenge Grant in November. Advice was provided on the project scope of work, the proposed summit agenda, drafting an informational planner survey, and other work needed for the pending TDR summit. Subsequent advisory committee meetings have been scheduled for next quarter, and staff will continue to assist with meeting coordination dynamics and attend to ensure implementation of *Land Use 2025*.
 - 2 Land Use staff scheduled an informational briefing with the student-professor research team from Roger Williams University and the Growth Centers Committee of the Sustainable Communities Grant to discuss the applicability of the results of their research project. The meeting is scheduled for next quarter. The intention is to initiate discussion among the Growth Centers Committee about what data and mapping methodologies would be most useful for identifying growth centers in rural communities.
2. Work with the Sustainable Communities Initiative subcommittees and grant staff as necessary to map urban and rural areas within the State that are most suitable for growth center development and infrastructure investment (see task 3035).
 - 1 Land Use Staff assisted the Sustainable Communities Consortium and grant staff with drafting of grant documents, review of HUD grant procedural and content requirements, identification of performance indicators, and provided technical advice on the consistency with and implementation of *Land Use 2025* of proposed grant activities. Land Use staff also attended three Sustainable Communities Consortium monthly meetings and reviewed and provided comments on all aspects of the grant RFP for consultant services, with a particular

- focus on the scope of work for Growth Centers, but also on separate RFPs for Economic Development, Housing, Data & Performance Measures, Social Equity, Public Participation & Communication, Technical Assistance & Capacity Building, and Implementation portions of the grant. This was particularly important given the integrated nature of this project and the interrelatedness of each topic. Further, Land Use staff was the primary authors of the Growth Centers scope of work and organized the Growth Centers committee of the Sustainable Communities Consortium. The Committee met twice to discuss the details of the scope of work. See also Sustainable Communities Regional Planning Grant Tasks, 3020 - 3055, for further details.
- 2 Land Use staff continued to work with the Sustainable Communities grant staff on various RFP's to coordinate consultant work for Challenge Grants on centers / villages to ensure each is adding new work and new efforts towards implementing *Land Use 2025* rather than replicating work from past planning challenge grants.
 - 2 Land Use Staff assisted the Sustainable Communities Consortium and grant staff in finalizing the grant RFP, which was released in December. Land Use staff also attended two Sustainable Communities Consortium monthly meetings this quarter.
 - 2 Land Use staff scheduled a joint meeting of the Growth Centers Committee and Rhode Island Housing's KeepSpace Advisory Committee in December. The intent was to review the lessons learned in Providence's Sustainable Communities HUD Grant concerning designating growth centers in urban areas. The meeting also included a discussion of ways to coordinate resources between the two programs to collectively plan for urban infill/ growth centers.
3. Assist communities in planning for compact growth through the local establishment and approval of village/growth centers. Continue to provide technical support to communities in planning for growth by encouraging the designation of growth centers in municipal comprehensive plans.
 - 1 Technical assistance on growth centers for the Land Use staff is an ongoing activity which varies by quarter. Currently, this task is considered within community comprehensive plan submissions review and or by verbal request. Staff generally makes recommendations to municipalities to explore the use of smart growth tool such as TDR as a strategy for implementing *Land Use 2025*.
 - 2 This task is considered within community comprehensive plan submissions every quarter. One submission concerning growth centers was reviewed by the Land Use staff for the City of Pawtucket regarding designating an urban infill/ growth center on Main Street. The amendment was found to be consistent with *Land Use 2025*. (See also Task 2025.)
 4. Provide State Guide Plan consistency reviews for various federally and state funded applications related to land use activities in order to ensure that public investments are focused within growth centers or the urban services boundary as called for in *Land Use 2025*.
 - 1 Technical assistance is provided to the Consistency Review and Planning Assistance Unit as an ongoing activity which varies by quarter. Each submission from the Consistency Review and Planning Assistance Unit is received by Land Use Unit and returned to that Unit with preliminary recommendations and technical planning advice regarding the land use activities requested in order to target public and infrastructure funding within growth centers as a strategy for promoting implementation of *Land Use 2025*. Two reviews requesting federal

funding were completed this quarter and none were found to be inconsistent with *Land Use 2025*. See also tasks detailed under Consistency Review and Planning Assistance for final results.

- 2 Technical assistance is provided to the Consistency Review and Planning Assistance Unit as an ongoing activity which varies by quarter. One review requesting federal funding was completed this quarter and found to be inconsistent with *Land Use 2025* and other SGP related to natural resources.

State Land Use Plan - Task 2025 (medium)

1. Initiate background work for a future update of the State's Land Use Plan, *Land Use 2025* (State Guide Plan Element 121) through coordination with the Sustainable Communities Grant tasks concerning growth centers, the development of the Strategic Housing and Economic Development Plans, and the Regional Plan Implementation Program.
 - 1 Land Use staff attended the Southern New England American Planning Association regional 2 day conference in Hartford, CT in September for reference information to use in the update process. Land Use Staff conducted networking with other land use planners and information exchange regarding ideas to reduce impervious surfaces, cultivate green infrastructure, encourage energy efficiency, and foster sustainable land use in future update.
 - 1 Land Use staff initiated technical assistance to the Sustainable Communities grant staff to identify which of the *Land Use 2025* recommendations have been implemented, which recommendations are in progress, and which of the remaining recommendations should be integrated into the Sustainable Communities implementation strategy.
 - 2 Land Use staff continued technical assistance to the Sustainable Communities grant staff to identify which of the *Land Use 2025* recommendations concerning growth centers have been implemented.
 - 2 Land Use staff continued background work and research for a future update of the State's Land Use Plan, *Land Use 2025*. Land Use staff is gathering other land use and conservation plans from other states and jurisdictions and following trending land use issues through professional journals, list servers, and on line networks.
 - 2 Land Use staff participated in an educational webinar sponsored by the US EPA regarding the use of land use data to prepare for climate change in December. Staff learned what state agencies can do to promote climate preparedness in land use planning and will apply this knowledge in implementation of *Land Use 2025*.
2. Work with the Program's Planning and Information Unit to assist with a full update of the RIGIS 2003-04 land use/ land cover and impervious surface data layers based upon new 2011 orthophotography and LiDAR project deliverables. Ensure that data and products produced compliment the procedures used for the creation of the 2003-04 data layer. Include a technical document outlining the procedures used and the metadata for the new data layer.
 - 1 Land Use staff provided technical assistance and procedural historical information on the previous development of the 2003-04 land use/ land cover and impervious surface data layers to the Planning Information and Resources Unit and the DEM Office of Planning and

- Development for the development of an RFP to solicit consultants to create the new 2011 land use/ land cover and impervious surface data layers. See task 5020, RIGIS Data Development for current status.
- 2 Land Use staff continued technical assistance to the Planning Information and Resources Unit and the DEM Office of Planning and Development regarding past standards, buffer ratios and defining a project completion schedule for the update.
 3. Use the new 2011 land use/ land cover data to create a time series of land use trends since 1995 and 2004. Measure shifts in land use trends that have occurred since the adoption of Land Use 2025 and the economic downturn of 2008. Work to illustrate where the implementation of *Land Use 2025* may have resulted in changes in local policy and land use. Incorporate new land use trends, results of growth centers (Task 2020) and updated population projections results into revised Land Use 2025 development scenarios. Update the future land use map where appropriate.
 - 1 No activity. The 2011 land use/ land cover and impervious surface RIGIS data layers have not yet been completed. The target completion date is December 2013.
 - 2 No activity.
 4. Continue to work with the State Planning Council's Implementation Committee and with other state agencies, partners and stakeholders to promote implementation of Land Use 2025.
 - 1 No activity with the Committee. No meetings of the State Planning Council's Implementation Committee were held during this quarter.
 - 1 Promoting the implementation of *Land Use 2025* is an ongoing activity which varies by quarter and is contained within every Land Use and Natural Resource task of the work program.
 - 2 No activity with the Committee. No meetings of the State Planning Council's Implementation Committee were held during this quarter.
 5. Promoting the implementation of *Land Use 2025* is an ongoing activity which varies by quarter and is contained within every Land Use and Natural Resource task of the work program. Continue to provide ongoing technical assistance to communities in planning for compact growth including but not limited to identifying where *Land Use 2025* goals can be incorporated in municipal comprehensive plan updates, ordinances, implementation programs and other publicly funded plans and projects.
 - 2 Land Use staff reviewed one formal submission of a community comprehensive plan (Richmond), no amendments, and two partial drafts for two other municipalities, and a full draft of a community comprehensive plan (South Kingstown). The purpose of the review was for the Land Use staff to provide comment to the Consistency Review and Planning Assistance Unit. Comments related to consistency with the land use and natural resources State Guide Plan Elements overseen by the Land Use staff, to facilitating the development of Transfer of Development Rights (TDR) programs, to encouraging the designation of growth centers, to relating proposed land use activities to the future land use map of *Land Use 2025*, and to targeting public and infrastructure funding within the Urban Services Boundary and/or growth centers. The two partial drafts were reviewed for conformance to open space (Central falls), and energy (Block Island) SGP goals and policies. See tasks detailed under Consistency Review and Planning Assistance for final results.

- 2 Land Use staff reviewed four submissions related to community comprehensive plans (CCP) in the second quarter:
 - Jamestown CCP - The plan was very well written and very sound. The updated sections are relevant and look to appropriate to meet the planning needs identified. The Q&A format of the introduction is nice, and helps set the tone for the rest of the Plan. There is a very thorough look at water quality and supply, and impacts locally and on Narragansett Bay. The Plan clearly states that Jamestown's largest land use issue is potable water capacity and as a result the growth rate needs to be managed to insure that the Town's water capacity is able to support future population growth.
 - East Greenwich CCP – The plan is very well-constructed. It is data-driven, accessibly written, and well organized. The organization of the land use strategies into the functional areas of regulation, stewardship and acquisition was well done and an excellent idea. The Build Out analysis was also well done and an efficient use of a GIS for planning purposes. However, we found that many of our prior review comments have not been addressed by the Town. These provided detailed advice for the CCP's consistency with the specific SGP Elements that we review and also contained other general planning advice to improve the quality of the document. Prior comments were repeated again.
 - The Pawtucket Growth Center amendment and North Providence Energy element were found to be consistent.

6. Continue to coordinate with other planning stakeholders such as Grow Smart Rhode Island and the RI Chapter of the American Planning Association to develop and deliver educational programs relative to Land Use 2025, smart growth and sustainable communities.
 - 1 Land Use staff provided technical assistance to the Rhode Island Chapter of the American Planning Association (RI APA) about networking with related professional fields, providing ongoing technical education for planners and advice on contemporary planning issues and topics. The staff assisted with the conception of, the development of, organization, execution of, and attended two social networking sessions and one technical training workshops as follows; Urban Land Institute social (July), Burnside Park social (August) and Wickford Junction Train Station (July).
 - 2 Land Use staff continued to provide technical assistance to the RIAPA. Land Use staff assisted with the conception, development, organization, and execution of, two technical training workshops as follows; Arc GIS Online Tool (October) and Community Guidance to Maintain Working Farms and Forests (November). Land Use staff also assisted the RI APA Program Committee in tentatively scheduling more professional workshops for 2013.
 - 2 Land Use staff provided technical assistance to the US Environmental Protection Agency - Atlantic Ecology Division regarding planning for and scheduling a Land Use, Conservation and Development Workshop for staff of the EPA Division. Land Use staff would explain *Land Use 2025*, and the SGP planning process. The intent is to give the EPA research staff a sense of the long term land use goals of the State, in order to identify what aspects of their work could influence sprawl that affects Narragansett Bay. This workshop was cancelled due to Hurricane Sandy and will be rescheduled in the next quarter.

7. Continue to process updates and corrections to the current Urban Services Boundary based upon municipal feedback.

1 No activity this quarter.

2 No activity this quarter.

Water Supply Planning - Task 2030 (high)

1. State Guide Plan Element 721: *RI Water 2030* is anticipated to be adopted by the SPC/MPO prior to the start of this fiscal year. As such efforts for this fiscal year will focus on the development and execution of a communications strategy designed to publicize the adoption and educate stakeholders on its content. The strategy is expected to be centered on the production and distribution of an Executive Summary similar to that utilized with the adoption of Land Use 2025.

1 State Guide Plan Element 721: *RI Water 2030* was adopted by the State Planning Council on June 14, 2012. Land Use staff developed and initiated a communications strategy to publicize the adoption of the new Plan and educate stakeholders on its content. The strategy currently consists of three printed items for distribution; a general information flyer, topical issue briefs to be mailed to targeted stakeholders and an executive summary of the plan.

1 A general informational two page colored flyer was developed by Land Use staff, mailed and distributed to the State Planning Council, the Technical Committee, municipal planners and Rhode Island American Planning Association in August. The distribution of the flyer is ongoing and it is also distributed at various meetings where water stakeholders may be in attendance or reference to water supply policies may occur.

1 A topical issue brief outlining the adoption of the new State Guide Plan Element 721: *RI Water 2030* was developed by the Land Use staff. The Issue Brief targeted municipal planners and was mailed to all municipal planners in August. It explained about the content of the new plan, especially the consolidation of 5 previous state guide plan elements into one, the adoption of 7 new goals, the need to address *RI Water 2030* in community comprehensive plans, and what information to gather for preparing a suggested water supply content section of a community comprehensive plan.

1 Land Use staff initiated the development of a second topical issue brief targeting large public water suppliers on a new issue addressed by *RI Water 2030*; regionalization. Land Use staff coordinated development of the first draft of this second issue brief with the Water Resources Board staff for technical input and it is undergoing editorial review at the end of this quarter.

2 Land Use staff issued a second topical issue brief targeting our 28 largest public water suppliers on a new subject included in *RI Water 2030*; regionalization. Feedback from several suppliers was complimentary and that the issue brief was helpful in updating them about the new plan.

2 Land Use staff initiated the development of an executive summary targeting release to the general public on the water supply issues addressed by *RI Water 2030*. Land Use staff coordinated review of the first draft with the Associate Director for general feedback and developed a second draft which is undergoing editorial review at the end of this quarter. Also

several stakeholders of the general public were solicited for basic reactions and responses to the second draft for discussion in the next quarter.

2. Continue to provide ongoing technical planning advice and support to assist communities in planning for water supply and the development / protection of drinking water resources by encouraging the incorporation of relevant goals and policies in municipal comprehensive plans and projects.
 - 1 Land Use staff attended an informational meeting held by the DEM Office of Water Resources in September for the Pascoag Utility District on the topic of finding new source water and related issues. Technical planning advice regarding *RI Water 2030* was provided to the various other state agencies and the water district in attendance along with particular emphasis on the new regionalization policies and strategies of the Plan.
 - 2 This task is also considered within community comprehensive plan submissions and other reviews which vary each quarter. Both the Jamestown and the East Greenwich Plans were found to be consistent with *RI Water 2030*. (See also Task 2025.)
3. Serve as a member of the Water Resources Board (WRB). Support completion of the WRB's strategic planning initiative and implementation program. Ensure consistency with the State Guide Plan. Work to implement the water supply policies of the State Guide Plan and the 2009 Water Use Efficiency Act by collaborating with the RIDEM in the development of water allocation and stream flow depletion programs.
 - 1 Attended the August monthly meeting of the Technical Committee and the full WRB meeting to provide technical planning advice on evaluation of the emergency connection program, the use of Big River Area, the status of submissions for the WSSMP program, and interaction with the DOP on community comprehensive plans. Also was present to ensure that the Board will conduct activities consistent with *RI Water 2030* and *Land Use 2025*.
 - 1 Attended the September monthly meeting of the Technical Committee and the full WRB meeting to provide technical planning advice on development of water availability estimates, development of municipal guidance on water availability estimates, the submission of waste supply systems mandates demand management strategies and annual reports. Also was present to ensure that the Board will conduct activities consistent with *RI Water 2030* and *Land Use 2025*.
 - 2 Attended the October monthly meeting of the Technical & Legislative Policy Committees and the full WRB meeting to provide technical planning advice on the development of water availability estimates, the development of WRB guidance on demand management strategies, and to assess the staff report on compliance with the annual reporting requirement. Also was present to ensure that the WRB staff will conduct activities consistent with *RI Water 2030* and *Land Use 2025*.
 - 2 The Associate Director attended the November monthly meeting of the full WRB to ensure that the Board conducted activities consistent with *RI Water 2030* and *Land Use 2025*.
4. Review updated Water Supply System Management Plans (WSSMPs) for consistency with the State Guide Plan as legislatively mandated. Continue to provide technical planning advice to the WRB and DEM staff, water suppliers, and municipalities on the revision of WSSMP Rules and

Regulations and in the ongoing integration of WSSMP content into community comprehensive as mandated by the 2009 Water Use Efficiency Act.

- 1 No Activity. Land Use staff did not receive any WSSMP for review this quarter.
- 2 No Activity. Land Use staff did not receive any WSSMP for review this quarter.
5. Participate in the Drought Steering Committee as necessary based upon weather conditions to insure implementation of *RI Water 2030*, State Guide Plan 721 specifically the Rhode Island Drought Mitigation Section.
 - 1 The Drought Steering Committee did not meet this quarter. Land Use staff continued to conduct review of National Drought Center weekly reports on statewide hydrological conditions in order to implement responsibilities of the State Guide Plan 721, *RI Water 2030*. Staff continued to monitor changes to hydrological indicators that might indicate a developing long-term drought. Conditions did not warrant the convening of the Drought Steering Committee per the indicator thresholds of the drought response framework defined within *RI Water 2030*.
 - 2 Land Use staff continued to conduct review of the National Drought Center weekly reports on statewide hydrological conditions in order to implement responsibilities of *RI Water 2030*. Conditions did not warrant the staff of the WRB convening the Drought Steering Committee.
6. Attend conferences, seminars and meetings to stay current with new data, national policy, trends and engineering technologies regarding natural resources protection and water supply planning. Participate in state and regional chapters of the American Water Works Association as a means of expanding professional networks, continuing educational opportunities and providing outreach opportunities for promoting the adoption of *RI Water 2030*, State Guide Plan 721.
 - 1 Land Use staff participated in an educational webinar sponsored by the Association of State Drinking Water Administrators regarding the use of GIS tools to assist state drinking water and clean water programs in September. Staff learned what state agencies can do to promote land use decisions that protect drinking water resources and will apply this knowledge in implementation of *RI Water 2030*.
 - 2 Land Use staff participated in an educational symposium sponsored by the US EPA regarding the *Importance of Water to the United States Economy* in December. Staff learned the value of the contribution of a clean and available water supply to the US economy and will apply this knowledge in implementation of *RI Water 2030*.
 - 2 Land Use staff participated in an educational webinar sponsored by the US EPA regarding the *Use of Solar Energy by Drinking Water Suppliers and Wastewater Utilities*. Staff learned what utilities can do to improve energy efficiency and will apply this knowledge in implementation of *RI Water 2030*.
7. Provide consistency comments on the water supply and land use related elements of the State Guide Plan to the WRB, DEM, Department of Health, and US Department of Agriculture on various Clean Water Infrastructure Plans, applications to the Drinking Water and Clean Water State Revolving Funds, and rural community infrastructure applications.

- 1 Responded to requests on various wastewater, state revolving loan fund drinking water and or wastewater projects from various agencies and municipalities as they occurred. Reviewed a request from the East Smithfield Water District for Clean Water Infrastructure funds and was found to be consistent with *Land Use 2025*. DOH was advised accordingly.
- 2 Reviewed another request from the East Smithfield Water District for Clean Water Infrastructure funds which was found to be consistent with *Land Use 2025*. DOH was advised accordingly.

Watershed Planning - Task 2040 (low)

1. Continue to serve as a member of the Narragansett Bay Estuary Program Management and Policy Committees, RI Bay, Rivers, Watersheds Coordination Team (BRWCT) and the RI Rivers Council. Provide technical support and planning guidance to each as appropriate.
 - 1 Provided mandated attendance at a quarterly meeting of BRWCT and gave technical planning advice in relation to coordination of BRWCT work program activities and ongoing projects of the DOP work program. Provided advice on applications submitted for the discretionary project funds related to a storm water utility district feasibility research project and a proposal for a “Beach Special Area Management Plan” by the RI Coastal Resources Management Council.
 - 1 Provided mandated attendance at 1 monthly meeting of the Rivers Council and provided technical planning advice regarding implementation responsibilities of the Council for watershed council designations as outlined in State Guide Plan 162, Rivers Policy and Classification plan.
 - 1 Land Use staff reviewed the new draft (August 2012) by the Narragansett Bay Estuary Program (NBEP) staff of a proposed update to the Comprehensive Conservation and Management Plan (CCMP) for the Narragansett Bay Estuary Program. Staff provided general comments as well as suggestions for prioritizing strategies in a manner consistent with approved activities of the Statewide Planning Annual Work program and *Land Use 2025* and other land use and natural resources related SGP.
 - 1 Land Use staff attended the NBEP Watershed Counts Environmental Indicators meeting in September. This is an effort of the Narragansett Bay Estuary Program to coordinate watershed indicators related to land use planning among various partners and share data on regional indicators. Overviews of existing indicator programs were shared and in-depth discussions of living resources indicators, climate change monitoring, and related outreach strategies were reviewed. Land Use staff also coordinated with the NBEP Watershed Counts staff to ensure that the environmental indicators and performance measures already created for Watershed Counts can be used for the Sustainable Communities grant.
 - 2 Land Use staff provided legislatively mandated attendance at a quarterly meeting of BRWCT and continued technical advice in relation to coordination of current BRWCT work program activities and ongoing projects of the DOP work program.
 - 2 Land Use staff met with DEM and the BRWCT Coordinator to discuss steps in replacing the existing RI *Nonpoint Source Management Plan*, State Guide Element 731 and drafting a new state guide plan element aimed at addressing water quality issues on a watershed basis

statewide. Land Use staff began the process of inventorying the existing SGP polices/objectives dealing with water quality issues.

- 2 Land Use staff legislatively provided mandated attendance at 3 monthly meetings of the Rivers Council and provided technical planning advice regarding implementation responsibilities of the Council for watershed council designations as outlined in State Guide Plan 162, *Rivers Policy and Classification Plan*. Land Use staff also participated in assessment /review of allocating designated Watershed Council Grants and Council awards.
- 2 Land Use staff provided technical assistance to the NBEP Watershed Counts Environmental Indicators Program regarding organizing a fresh water flow indicator workshop to be held next quarter. Land Use staff advised the NBEP staff to ensure that the goals and policies of *Land Use 2025* and *RI Water 2030* will be addressed and that the environmental indicators and performance measures in use can be used for ongoing land use planning implementation.

Energy Planning - Task 2050 (high)

1. Finalize drafting of the legislatively mandated Renewable Energy Siting Guidelines through integration of the Program's ongoing efforts with those of the Renewable Energy Siting Partnership (RESP). Specific activities for the fiscal year will include: coordination of wind siting criteria; release of interim wind siting guidelines; integration of the SPP Wind Advisory Committee into the larger RESP public input process; development of solar, geothermal and hydro criteria; production of the final RESP report; completion of the RESP public input process; presentation of the final report to the SPC/MPO for review and endorsement as a Statewide Planning Program Technical Paper; and presentation to the newly formed RI Renewable Energy Coordinating Board for similar purposes. The RESP Technical Paper will then serve as a primary resource for the completion of the State's new Energy Plan as is customary regarding the linkage between State Planning Council Technical Papers and State Guide Plan Elements.
 - 1 Land Use staff completed Technical Paper 161: Renewable Energy Siting Guidelines, Part 1: Interim Siting Factors for Terrestrial Wind Energy Systems in June of 2012. The paper was submitted to the staff of the RESP this quarter for integration into the public review final report documents (Volume Three) of the Partnership by the CRC.
 - 1 Land Use staff continued the collaborative partnership with the URI Coastal Resources Center (CRC), URI Energy Center, RI Office of Energy Resources for the Renewable Energy Siting Partnership (RESP). Public comment was solicited during the month of August by the RESP staff on the published reports.
 - 1 Land Use staff reviewed a 3 volume set of final work products of the RESP in order to identify areas within the State appropriate for alternative energy development, and guidelines for the use of terrestrial wind, hydro and solar power and again provided technical planning assistance similar to previous stakeholder meetings. Ensured that all work will have complementary documents, consistency with the State Guide Plan, and discussed roles of each group. Land Use staff attended 3 various meetings of the RESP working groups and continues to provide technical assistance to the RESP staff to access, categorize and summarize revisions necessary to the document in order to address the public comments received. Land Use staff continues to work to ensure that all stakeholder views are reflected in this work.

- 1 Land Use staff initiated a project to map the existing utility scale wind turbines using the RESP's internet based wind siting tool.
 - 1 Land Use staff responded to several inquiries from citizens, developers, municipalities, and State and Federal agencies on the status of the Interim Siting Guidelines.
 - 2 Land Use staff continued the collaborative partnership with the URI CRC, URI Energy Center, and OER for the Renewable Energy Siting Partnership (RESP). A final Municipal Working Group meeting was attended by Land Use staff in October. Technical planning advice was provided to CRC at the meeting to assess responses to public comments for the final report.
 - 2 Land Use staff reviewed the 2 final work products of the RESP regarding the use of terrestrial wind, hydro and solar power. Land Use staff continues to provide technical assistance to the RESP staff for ongoing use of the final reports and inclusion in the forthcoming update of the *RI Energy Plan*.
 - 2 Land Use staff responded to several inquiries from citizens, developers, municipalities, and State and Federal agencies on the Interim Siting Guidelines. Questions typically answered concern the technical content of the paper, the checklist of guidelines, the siting recommendations by impact and the summary of guidelines for locational standards by type of impact.
2. Reinitiate efforts to update State Guide Plan Element 781, *Rhode Island Energy Plan*. Lead the Energy Plan Advisory Committee, State Office of Energy Resources, RESP Partners and others stakeholders in finalizing the current draft. Upon final endorsement by the Energy Plan Advisory Committee, complete review of the draft by the Technical Committee. Upon acceptance and endorsement of the draft plan by the State Planning Council, conduct public hearing for stakeholder input. Revise draft to reflect input from public hearing and obtain State Planning Council final approval. Publish approved plan via website and electronic media. Initiate approved strategies and activities upon approval of plan.
- 1 Land Use staff scheduled and attended two organizational meetings with the Office of Energy Resources (OER) and the University of Rhode Island Outreach Center (URI OC) staff to discuss the work necessary to cooperatively initiate an update to State Guide Plan Element 781, *Rhode Island Energy Plan 2002*. Staff worked with the OER and URI OC staff to identify issues for an update to address and a scope of topics for the update. Discussion was held on the Element's content requirements, procedures to be followed, the State Guide Plan requirements and the advisory stakeholder group to be created for the process.
 - 1 Land Use staff drafted an MOU for the Update and it is under editorial review by the OER and DOP staff.
 - 2 Land Use staff oversaw the signing of the MOU this quarter and continued to work closely with the OER to outline a process for the update of *RI Energy 2002*. Land Use staff will serve on a Steering Committee to guide the OER drafting the update.
 - 2 Land Use staff attended 3 monthly meeting of the Steering Committee for the Plan update along with staff from OER and RI Economic Development Corporation. Planning advice was provided regarding initiating the meetings of the advisory committee,

conducting and facilitating the meetings, and what technical content would be necessary for the Plan.

- 2 The Advisory Council consisting of stakeholders with varied backgrounds related to energy use, production and regulation meet twice during this quarter. At the first meeting Land Use staff explained the MOU, the partnership with OER, and outlined how the *RI Energy Plan* fits into the SGP.
3. Provide energy related technical planning advice and support to the State Office of Energy Resources, the Renewable Energy Coordinating Board, URI, RI's Cities and Towns and other interested stake holders and state agencies.
 - 1 Land Use staff continues to provide planning advice and support to communities when requested. See also task detailed on State Guide Plan Update above under task 2.
 - 2 Land Use staff attended 2 monthly meetings of the RI Renewable Energy Coordination Board in order to help implement newly enacted state energy laws and to help guide future development of renewable energies in the state.
4. Attend conferences, seminars and meetings to stay current with new data, national policy, trends and engineering technologies regarding energy policy and renewable resources technology. Participate in state and regional chapters of the Green Building Council as a means of expanding professional networks and continuing educational opportunities.
 - 1 Land Use staff attended the Southern New England American Planning Association regional 2 day conference in Hartford, CT in September to stay current with new data, trends, innovations, and implementation techniques regarding planning for energy and energy resources.
 - 1 Land Use staff attended the Ocean States Clean Cities Board / stakeholder meeting in September. The meeting focused on current and future initiatives aimed at increasing the number of alternative fuel vehicles in the State. Staff networked with other stakeholders and will use the information gathered for a topical section within the Update of SGP 781.
 - 1 Land Use staff attended an Energy Efficiency Summit sponsored by National Grid in September. The forum was geared towards soliciting feedback from key energy users as well as outreach to stakeholders aimed at informing and updating the public on new and future energy programs. Staff networked with municipal officials, residential developers, and business leaders to discuss way to boost energy efficiency and possible topical sections of within the Update of SGP 781.
 - 1 Land Use staff attended two meetings of the RI Renewable Energy Coordinating Board at the request of the Director of DOA and OER. Discussion was held with the Board regarding adding the Division of Planning to the Board through an update to the legislation forming the Board in the next legislative session and the pending Update of SGP 781.
 - 2 Land Use staff attended a joint meeting of the RI Renewable Energy Coordination Board and the RI Energy Efficiency and Resource Management Council. At this meeting, the two groups were briefed on the MOU with OER and the *RI Energy 2002* SGP Element update.

- 2 Land Use staff attended a day-long workshop titled “Injecting Useful and Credible Information into Wind Power”. The workshop examined wind-power and focused several wind energy projects from the perspectives of information gathering and the related decision making process. The information gathered will inform the update of the *RI Energy 2002* SGP Element.
- 2 Land Use staff attended 2 meetings of the RI Green Buildings Advisory Committee in order to help implement the RI Green Buildings Act. Land Use staff also provided technical assistance to RIDEM staff regarding the role of municipal Subdivision and Land Development Regulations in drafting a new green building code for the State.
- 2 Land Use staff attended a USDA Farm Energy program workshop, hosted by the RI Farm Energy Program. The workshop focused on the programs that are available to farm producers, rural small business owners, grant writers and installers. The information gathered will inform the update of the *RI Energy 2002* SGP Element.
- 2 Land Use staff reviewed the “Public Notice of Availability for Supporting Studies for the Wind Turbine Proposal at the US Naval Station in Newport”. Land Use staff read over 800 pages of technical siting and wind turbine related information concerning a dozen proposed turbines on Aquidneck Island. Onsite and offsite impacts assessed were reviewed in context of the recommended guidelines of Technical Paper 161. Findings were the USN would be most impacted onsite and planning advice was provided to the USN Environmental Division.

Recreation, Conservation and Open Space Planning - Task 2060 (low)

1. Support the R.I. Department of Environmental Management (DEM) in implementing the State Comprehensive Outdoor Recreation Plan (SCORP) Element 152 of the State Guide Plan, Advise DEM, the Coastal Resources Management Council, and others on strategic land acquisitions. Assist DEM in expanding local and regional green space networks to complement the State’s land acquisition and protection programs.
 - 1 No activity this quarter.
 - 2 No activity this quarter.
2. Participate as a member of the Agricultural Lands Preservation Commission in evaluation and selection of projects for purchase of development rights to agriculturally valuable land in the state and maintaining an inventory of agriculturally valuable land.
 - 1 The Agricultural Lands Preservation Commission met twice this quarter. Staff participated in the evaluation and scoring of six farms to determine whether the applicants met the requirements of the purchase of development rights program. Consistency Review Unit staff provided technical advice to the Commission as a whole in terms of the preservation of open space, cultural, and scenic features; and the potential for securing the development rights of land located in flood zones. In addition, the Commission provides information sharing and coordination with the USDA on the Federal Farm and Ranch Land Protection Program.
 - 2 The Agricultural Lands Preservation Commission met once this quarter. Staff participated in the evaluation and scoring of two farms to determine whether the applicants met the requirements of the purchase of development rights program. Staff provided technical advice to the Commission as a whole in terms of the preservation of open space, cultural, and scenic

features; and the potential for securing the development rights of land located in flood zones. In addition, the Commission provides information sharing and coordination with the USDA on the Federal Farm and Ranchland Protection Program.

3. Work with DEM, the Natural Heritage Preservation Commission, RI Trails Advisory Committee, and the Recreation Resources Review Committee in implementing grant rounds for local recreation, greenways, and open space projects which are consistent with the SCORP and *Land Use 2025*.
 - 1 The RI Trails Advisory Committee met during this quarter. Consistency Review Unit staff participated in the evaluation and scoring of multiple trail grant applications and provided technical advice to the Committee. In addition, Consistency Review Unit staff provided technical assistance in updating the Rules and Regulations of the Committee.
 - 1 The Department of Environmental Management, in cooperation with the RI Department of Transportation and the Federal Highway Administration announced the availability of \$1.5 million in federal transportation funds for large-scale recreational trail projects in Rhode Island. Applications for the grants will be accepted by DEM through November 30 and Consistency Review Unit staff is expected to participate in the application scoring and selection process.
 - 2 Fifty-four applications were received for large-scale recreational trail projects. Staff began reviewing and scoring projects based on factors including the project's relationship to need and demand, the number and types of trail uses accommodated, improved user comfort or safety, environmental benefits, the enhancement of equity, service, and accessibility, consistency with state and local plans, and the project's cost-to-benefit ratio. Scoring and evaluation will continue into the third quarter.

Solid Waste Management Initiatives - Task 2070 (high)

1. Continue to serve as the Director of the Department of Administration's alternate to the Rhode Island Resources Recovery Corporation's (RIRRC) Board of Commissioners. Through this service work to extend the life of the central landfill to the greatest extent feasible by implementing the recommendations of State Guide Plan Element 171: Rhode Island Comprehensive Solid Waste Management Plan.
 - 1 Staff of the Program continued to represent the Department of Administration as an alternate to the Rhode Island Resource Recovery Corporation's Board of Commissioners.
 - 2 Staff of the Program continued to represent the Department of Administration as an alternate to the Rhode Island Resource Recovery Corporation's Board of Commissioners.
2. Assist the RIRRC in initiating an update to State Guide Plan Element 171, *Rhode Island Comprehensive Solid Waste Management Plan*. Work with the Corporation and RI DEM Office of Waste Management staff to create and approve a Memorandum of Understanding (MOU) for updating the Element. The MOU will set forth the Element's content requirements, procedures to be followed, how expenses are to be covered by the appropriate responsible parties, the State Guide Plan requirements and the various technical and advisory stakeholder groups to be created for the process. After approval of the Memorandum, attend organizational and other meetings with the Corporation to ensure that State Guide Plan issues are addressed as necessary. Assist the Corporation with consultant selection by review of RFP responses if requested. Attend as necessary technical group and stakeholder committee meetings to ensure State Guide Plan issues

are addressed in the process. Provide technical planning support to the Corporation to revise and expand as necessary the existing Element for review and final endorsement by the Corporation and DEM.

- 1 Land Use staff scheduled and attended two organizational meetings with the RIRRC staff to review the work necessary to initiate an update to State Guide Plan Element 171, *Rhode Island Comprehensive Solid Waste Management Plan*. Staff worked with the RIRRC RI to identify issues for an update to address, a scope of topics for the update, and contacted the DEM Office of Waste Management regarding their participation in the update process. Discussion was held on the Element's content requirements, procedures to be followed, the State Guide Plan requirements and the advisory stakeholder group to be created for the process.
- 1 Land Use staff drafted an MOU for the Update and it is under editorial review by the RIRRC and DOP staff.
- 2 Land Use staff scheduled and attended an organizational meeting with RIRRC and DEM-OWM in November to address the contents of the MOU, the scope of work, plan topics, mandates to be included, and to ensure that Update will be inclusive of needs of all 3 agencies. DEM-OWM agreed to provide feedback on additional topics for the plan, Land Use staff agreed to draft a public participation strategy, and RIRRC agreed to draft a detailed outline of the plan and planning process. The MOU is expected to be signed next quarter.
- 2 Land Use staff drafted a public participation strategy to be used in the development of the preliminary draft plan in order to gather public input through regional forums and on-line surveys. Staff shared it with RIRRC and DEM-OWM for feedback.
- 2 Land Use staff initiated research regarding solid waste management best practices, including; obtaining other solid waste management plans from other states and jurisdictions, and the EPA federal solid waste management planning requirements.
3. Upon final endorsement by the Corporation and DEM, complete review of new draft State Guide Plan 171 for solid waste management by the Technical Committee. Forward recommended draft of Technical Committee to State Planning Council. Upon acceptance and endorsement of draft plan by State Planning Council, conduct a public hearing. Revise draft to reflect input from the public hearing and obtain State Planning Council final approval. Publish approved plan via website and electronic media.
 - 1 As of this quarter the updated Solid Waste Plan is yet to be adopted.
 - 2 No activity.

Support for Sustainable / Livable Communities Initiative - Task 2080 (medium)

1. This task number is to account for staff time dedicated to the Program's Sustainable / Livable Communities Initiative that will not be paid for using HUD grant funding. See the 7000 task series for a full description of the related work.
 - 1 Land Use staff assisted with the development of the social equity component of the Sustainable Communities grant. Staff ensured that that social equity consideration will be imbued in the land use policies and strategies of the grant. Land Use staff have recruited potential members for the Social Equity Advisory Committee (SEAC), and assisted with a

baseline report on equity in Rhode Island. Land Use staff will ensure that land use impacts also focus on equity.

- 1 Land Use staff initiated work on compiling a workbook of basic training about the planning process and land use decision making in the State for the SEAC members. Land Use staff is ensuring that existing work of Grow Smart RI on municipal training developed through past Challenge Grants will be incorporated in the workbook.
- 1 Land Use staff also assisted in the creation of the scope of work for Data & Performance Measures. Completion of this grant task will expand our land use/land cover data, and create new performance measures related to *Land Use 2025*.
- 1 Land Use staff compiled contacts of other data professionals throughout the State in an effort to improve coordination and cooperation among them. Staff organized two gatherings of these data professionals to discuss better ways to network, as well as scheduled meetings directly with various agencies and organizations working on data and performance measures.
- 1 Land Use staff has also worked with a Division of Planning Intern to start a survey of state and quasi-state agencies regarding their data resources. While useful for the Sustainable Communities grant, it is anticipated that this network of data professionals will have many other uses.
- 1 Land Use staff assisted with the development of the economic development component of the Sustainable Communities grant. Land Use staff has overseen monthly coordination meetings with the RI Economic Development Corporation (RIEDC) regarding updating the Economic Development State Guide Plan and is initiating efforts to expedite the request for proposals to the update through the RIEDC.
- 1 Land Use staff organized a session at the Southern New England APA Hartford Conference that brought Sustainable Communities grantees from the area and other interested parties together to network and discuss issues of common concern. Lessons learned related to establishing working relationships with HUD, governance, social equity, performance measures, and long-term program sustainability.
- 1 Land Use staff oversees the work of a Sustainable Communities intern to write content for the Sustainable Communities page of our website, conduct the data survey described above, and compile a master contact list for the Sustainable Communities Consortium.
- 2 Land Use staff continued assistance regarding the development of the social equity component. Land Use staff briefed 6 non-profits and higher education institutions on Sustainable Communities and encouraged them to serve and/or make nominations for the SEAC.
- 2 Land Use staff gave an update on the progress of the Sustainable Communities program to the State Planning Council and Technical Committee in November.
- 2 In November, Land Use staff helped plan, organize, and run the first meeting of the Social Equity Advisory Committee (SEAC) as well as a joint discussion on equity with the SEAC, the grant Consortium, and the Department of Health's Commission on Advocacy & Equity.
- 2 Land Use Staff organized a third gathering of the data professionals to discuss the data resources of the Department of Labor and Training.

- 2 Land Use staff continued working with a Sustainable Communities Intern to complete a survey of state and quasi-state agencies regarding their data resources. A draft report of the findings of these surveys is anticipated for next quarter.
- 2 Land Use staff attended the Providence/RIPTA Sustainable Communities grant advisory committee meeting in October to ensure continued coordination between this effort and the City.
- 2 Land Use staff has continued to oversee monthly coordination meetings with RIEDC regarding updating the *RI Economic Development Policies and Plan*, State Guide Plan 211. Land Use Staff drafted and over saw the execution of an Agreement with RIEDC to expedite an RFP for background information for the update. Land Use Staff drafted the RFP, worked with RIEDC to release it in November, and convened a multi-agency review committee for proposal review. A consulting firm was selected and contracted in December and work began immediately. Final deliverables are due next quarter.

Other Land Use Planning Activities - Task 2090 (low)

1. Assess various municipal, state and federal projects and other plans, CEDS, CDBG, Building Home RI and other grant applications, proposed legislation, school facility proposals and other documents for consistency with *Land Use 2025* and pertinent natural resource related elements of the State Guide Plan.
 - 2 The task is considered within submissions received for review. Planning technical advice is made to Consistency Review and Planning Assistance Unit for implementation of the urban rural distinction and village/growth center concepts of *Land Use 2025*. This quarter, staff reviewed two applications for: US Department of Interior / RI DEM -1 and US EDA – 1. Each submission from the Consistency Review and Planning Assistance Unit is received by Land Use Unit and returned with preliminary recommendations and technical planning advice regarding the land use activities requested in order to target public and infrastructure funding within growth centers as a strategy for promoting implementation of *Land Use 2025* and for consistency with pertinent elements of the State Guide Plan. None of the proposed activities were found to be inconsistent with the State Guide Plan.
 - 2 This quarter, Land Use staff reviewed two applications for: US Department of Interior / RI DEM -1 and US EDA – 1. None of the proposed activities were found to be inconsistent with the State Guide Plan.
2. Participate on other regional and state boards and committees to fulfill legislative mandates and to provide a statewide planning perspective. Provide technical planning advice and coordination to other agencies' land use planning related activities. Examples include providing technical support to or serving on the Aquidneck Island and Washington County Regional Planning Councils, the RI Historical Preservation and Heritage Commission, the RI Agricultural Partnership, the DEM Onsite Wastewater Policy Forum, the DEM Section 319 Nonpoint Source Grant Committee, the State Conservation Commission, the RI Rural Development Council, and the RI Resource Conservation and Development Council.
 - 1 Provided mandated attendance to fulfill legislative mandates and to provide a statewide planning perspective at three monthly meetings of State Conservation Commission. Provided technical planning advice to the Commission's land use planning related activities and consistency with *Land Use 2025*, and elements of the State Guide Plan related to land use and natural resources.

- 1 Provided mandated attendance to fulfill legislative mandates and to provide a statewide planning perspective at two bi-monthly meetings of RI Resource Conservation and Development Council (RIRC&D). Provided technical planning advice to the Council's land use planning and urban forest related activities and consistency with *Land Use 2025*, and elements of the State Guide Plan related to land use and natural resources.
- 1 Provided mandated attendance to fulfill legislative mandates and to provide a statewide planning perspective at one (1) quarterly meeting of RI Rural Development Council (RIRDC). Provided technical planning advice to the Council's agricultural [*Get Fresh Buy Local, The Local Catch, Ocean State Fresh, Rhody Mulch, RI Raised Livestock Association, and Ocean State Bees*] and other land use planning related activities and input on consistency with *Land Use 2025* and elements of the State Guide Plan related to land use and natural resources.
- 2 Provided mandated attendance at 3 monthly meetings of the State Conservation Commission. Provided technical planning advice to the Commission's land use planning related activities and consistency with *Land Use 2025*, and other elements of the State Guide Plan related to land use and natural resources.
- 2 Provided mandated attendance at 2 monthly meetings of the RI Resource Conservation and Development Council (RIRC&D). Provided technical planning advice to the Council's land use planning and urban forest related activities and consistency with *Land Use 2025*, and *RI Forest Resources* Elements of the State Guide Plan.
- 2 Provided mandated attendance at 1 quarterly meeting of RI Rural Development Council (RIRDC). Provided technical planning advice to the Council's agricultural and other land use planning related activities and input on consistency with *Land Use 2025* and elements of the State Guide Plan related to land use and natural resources.
3. Continue to provide technical planning support related to innovative and emerging comprehensive planning techniques, storm water management, green infrastructure, sustainable development, and low impact development policies to water suppliers, land trusts, other state and federal agencies, universities, and municipalities in order to implement the State Guide Plan.
 - 1 Continued daily scanning of local, regional, state and national news online and transmitted headlines of interest to DOP staff for their information and use with their work program tasks.
 - 1 Land Use staff continued to provide planning assistance and municipal zoning expertise as requested by the Department of Environmental Management (DEM) for use on a DEM Farm & Forest Small Business Zoning Project. Land Use staff provided review of the final draft project reports and the proposed zoning guidelines. Technical planning advice and prior municipal planning / zoning experiences were provided to the DEM staff and the project consultant. Land Use staff also provided DEM staff exemplary photographs of farm stands and farming /forest activities for use in the report. The purpose of this project is to draft zoning guidelines for farm and forest based businesses for use by rural municipalities. Land Use staff also provided technical planning advice to DEM on developing an informational presentation for use in educating stakeholders on the project results. And Land Use staff attended the first educational workshop conducted for municipal and conservation officials and advised participants on the consistency of the project with *Land Use 2025* and the municipal usefulness of project final products.

- 1 Land Use staff provided technical assistance to the Department of Health (DOH) and reviewed session proposals for the annual Environmental Design Research Association conference to be held in Providence in May/June 2013. Land Use staff ensured that proposals selected for the session would reinforce the ties among land use, environmental design and public health. Also ensured that other related land use planning issues and *Land Use 2025* goals and policies are integrated into the conference discussions. Staff also worked with three municipalities to submit a session proposal that aims to better link academic research on environmental design with on-the-ground planning practitioners.
- 1 Land Use staff created a public list-serve for municipal planners statewide in order to enable increased and more efficient communication with one another, to network and share ideas, and to share experiences and resources.
- 2 Continued daily scanning of local, regional, state and national news online and transmitted headlines of interest to DOP staff for their information and use with their work program tasks.
- 2 Land Use staff continues to manage the public list-serve for municipal planners. The List serve has gained 45 members since the startup in the first quarter. Discussions on the list-serve have been growing slowly. December had the most activity to date. Topics shared and discussed have included information on conferences and other professional activities, technical assistance, grant opportunities, job openings and social events for planners. Work by Land Use staff continues to develop strategies to spur more interaction and active discussions on the list-serve.
- 2 Land Use staff continued to provide technical assistance to the Department of Health regarding developing poster proposals for the annual Environmental Design Research Association conference. As with the session proposals developed last quarter, Land Use staff ensured that posters selected would reinforce the ties among land use, environmental design and public health. Land Use Staff also submitted a session proposal in October that was accepted for the conference to be held in May. The session incorporates health into Community Comprehensive Plans through the Healthy Places by Design initiative. Staff will provide technical assistance to planners from South Kingstown, North Kingstown and Pawtucket in Quarter 3 to prepare for this event.
- 2 Land Use staff completed 175 of 180 total requests for technical assistance and other related land use planning activities during the this quarter. The 5 uncompleted requests are of an ongoing nature or have future dates set for completion in the next quarter. The main themes of the requests included renewable energy, wind turbines, the RESP, solid waste, land use planning, water supply, sustainable communities information, project assistance, and data requests.
- 2 Land Use staff provided technical assistance and editorial review on the development of statewide population projections to the Planning Information and Resources Unit. See task 5045, Census Data Analysis for current status.
4. Attend conferences, seminars and meetings to stay current with new data, trends, innovations, and implementation techniques regarding land use and other types of planning. Participate in national, state and regional chapters of the American Planning Association, RI Flood Mitigation Association, and other planning organizations as a means of expanding professional networks and accessing continuing educational opportunities.

- 1 Land Use staff attended the Southern New England American Planning Association regional 2 day conference in Hartford, CT in September to stay current with new data, trends, innovations, and implementation techniques regarding land use, natural resources, and other types of planning. Used the Conference as a means of as a means of expanding professional networks and a continuing educational opportunity.
- 1 Land Use staff attended the 2-day training on Project Design and Evaluation in September sponsored by Grow Smart RI and the National Oceanic and Atmospheric Administration Coastal Services Center. Staff learned basic knowledge, skills, and tools to design and implement projects that will have measurable impacts on a targeted audience. Staff will apply the course work to increase the effectiveness of ongoing projects by applying instructional design theory.
- 2 Land Use staff attended a workshop on encouraging rural affordable housing using inclusionary zoning featuring a housing specialist from California. It was hosted by the Roger Williams University School of Architecture, Art and Historic Preservation in November, The workshop provided new information and implementation techniques regarding land use, housing and, natural resources which need to be considered for land use planning implementation and served as a means of as a means of expanding professional networks and a continuing educational opportunity.
- 2 Land Use staff attended a briefing by DEM Division of Agriculture on research related to the economic impact of the “green related industry” in RI. The briefing provided new information and implementation techniques regarding land use and agricultural resources which need to be considered for *Land Use 2025* implementation.

Sustainable Communities Regional Planning Grant Tasks

Additional detail on this task series can be found in the Initiative’s full 36 Month Work Plan. This 36 month work plan is a requirement of the U.S. Department of Housing and Urban Development (HUD). All tasks in this series are funded with 100% Grant funding awarded to the Program by HUD. Only the Supervising and Principal planners hired specifically for this Initiative will bill to this task series. All other staff contributions to this Initiative will bill to task number 2080 or other appropriate tasks.

Grant Management - Task 3010 (low)

1. Finalize the grant budget with HUD and all agreements with contractors hired to work on year one grant components. Track, document and pay expenses on a quarterly basis and make drawdowns accordingly.
 - 1 The grant budget was finalized in the 4th quarter of FFY 12. The program is tracking all expenses and submitted its 3rd drawdown to HUD on September 26, 2012.
 - 2 The program is tracking all expenses and submitted its 4th drawdown to HUD on December 19, 2012.
2. Serve as the day-to-day contact with HUD. Communicate HUD directives and technical assistance resources to staff and partners, and serve as a conduit for any specific technical assistance requested of HUD through the Sustainable Communities Learning Network or other sources. Draft twice-yearly progress reports to HUD (after June 30 and December 31) and update HUD’s Logic Model as required.
 - 1 The program has worked with two technical assistance providers on social equity issues, Policy Link and Kerwan Institute. The program submitted its first bi-yearly progress report

to HUD on July 30, 2012. The program submitted its initial logic model to HUD on August 29, 2012.

- 2 The program continues to work with PolicyLink and Kerwan Institute on social equity issues. Program staff attended the HUD Sustainable Communities Convening in Washington, DC in December 2012.

Consortium Management - Task 3015 (low)

1. Handle all logistics for regular meetings of the Consortium, its Social Equity Advisory Committee (SEAC) and any subcommittees that may be formed. These logistics may include but are not limited to reservation of meeting rooms, formulation and posting of agendas, preparation of handouts, presentation materials, meeting minutes, etc. Every attempt will be made to share these duties with staff of partner agencies.
 - 1 Program staff continues to handle all logistics for the Consortium and subcommittee meetings. This includes the Housing, Economic Development, Data and Performance Measures, and Growth Centers subcommittees as well as the social equity working group.
 - 2 Program staff continues to handle all logistics for the Consortium and subcommittee meetings. This includes the Housing, Economic Development, Data and Performance Measures, Growth Centers, and Public Participation subcommittees as well as the Social Equity Advisory Committee.
2. Track work and progress of the Consortium, its subcommittees and other partners. Communicate formal recommendations amongst subcommittees and the Consortium.
 - 1 The program is tracking the work of the Consortium through their match tracking sheets. Individual Consortium member input on RFP development has been shared with all Consortium members.
 - 2 The program is tracking the work of the Consortium through their match tracking sheets. Individual Consortium member input on RFP development was shared with all Consortium members.
3. Ensure Consortium access to HUD's list serve and that a representative sampling of Consortium members have access to the Sustainable Communities Learning Network website. Explore options for web-based communications and coordination systems to serve as a central depository for Consortium work and as a means for engaging partners in the various components of the planning process.
 - 1 The Consortium has been provided with access to HUD's list serve and the Sustainable Communities Learning Network website. It is anticipated that a web-based communications tool for engaging partners will be developed in the 3rd quarter of FFY 13.
 - 2 Consortium members continue to have access to HUD's list serve and the Sustainable Communities Learning Network website. The program continues to anticipate that a web-based communications tool for engaging partners will be developed in the 3rd quarter of FFY 13.

State Housing Plan - Task 3020 (high)

1. Initiate development of a new State Guide Plan Housing Element. Work to ensure that portions of State Guide Plan Elements 412, *State Housing Plan* and 423: *Rhode Island Five Year Strategic*

Housing Plan: 2006-2010, Five Thousand in Five Years are consolidated into a single element that also meets the needs for the State's Regional Plan for Sustainable Development (RPSD).

- 1 It is anticipated that this task will begin in the 3rd quarter of FFY 13.
- 2 It is anticipated that this task will begin in the 3rd quarter of FFY 13.
2. Coordinate with the Rhode Island Office of Housing and Community Development (OHCD) and the Housing subcommittee to draft a Request for Proposals (RFP) for consultant services. Review the request with the full Consortium, advertise, rank proposals, and select a consultant team. Finalize the scope of work and execute a contractual agreement with the preferred vendor.
 - 1 The program has collaborated with OHCD, Rhode Island Housing, Grow Smart RI and other members of the Housing subcommittee to draft an RFP requesting consultant services for the development of the housing plan. It expects to release the RFP during the 2nd quarter of FFY 13.
 - 2 The program issued a RFP, the scope of which includes development of a new state housing plan.
3. Manage consultant activities and the planning process accordingly. Drafting of the Plan is expected to occur over the course of this FFY and into the next. Finalization and adoption of the Plan is expected to occur in early FFY14.
 - 1 It is anticipated that this task will begin in the 3rd quarter of FFY 13.
 - 2 It is anticipated that this task will begin in the 3rd quarter of FFY 13.

State Economic Development Plan - Task 3025 (high)

1. Initiate development of a new State Guide Plan Element 211: *Rhode Island Economic Development Policies and Plan*. Work to ensure that State Guide Plan Element 212, *Industrial Land Use Plan* is consolidated into a single element that also meets the needs for the State's Regional Plan for Sustainable Development (RPSD).
 - 1 It is anticipated that this task will begin in the 3rd quarter of FFY 13.
 - 2 It is anticipated that this task will begin in the 3rd quarter of FFY 13.
2. Coordinate with the Rhode Island Economic Development Corporation (EDC) and the Economic Development subcommittee to draft a RFP for consultant services. Review the request with the full Consortium, advertise, rank proposals, and select a consultant team. Finalize the scope of work and execute a contractual agreement with the preferred vendor.
 - 1 The program has collaborated with RIEDC and other members of the Economic Development subcommittee to draft an RFP requesting consultant services for the development of the economic development plan. It expects to release the RFP during the 2nd quarter of FFY 13.
 - 2 The program issued a RFP, the scope of which includes the development of a new state economic development plan. The program also collaborated with RIEDC and issued a RFP for expedited economic data analysis and assessment.
3. Manage consultant activities and the planning process accordingly. Drafting of the Plan is expected to occur over the course of this FFY and into the next. Finalization and adoption of the Plan is expected to occur in early FFY14.
 - 1 It is anticipated that this task will begin in the 3rd quarter of FFY 13.

- 2 The program, working with our partner the RIEDC signed a contract for an expedited Economic Data Assessment and Analysis. This work will support the development of a new long range state economic development plan. The scope of the work includes a business climate analysis, financial resources assessment, targeted cluster analysis, a marketing resources analysis, as well as an assessment of the state's regulatory reform efforts. This work will be undertaken during the third quarter of FFY 2013.

Regional Plan for Sustainable Development (RPSD) Implementation Program - Task 3030 (medium)

1. Initiate development of an integrated RPSD implementation program. This program is to outline specific steps to be taken in implementing the substantially linked Land Use, Transportation, Economic Development and Housing Elements of the State Guide Plan which will comprise the State's RPSD.
 - 1 It is anticipated that this task will begin in the 3rd quarter of FFY 13.
 - 2 It is anticipated that this task will begin in the 3rd quarter of FFY 13.
2. Coordinate amongst the Consortium and other partners to draft an RFP for consultant services. The RFP shall emphasize use of HUD's Livability Principles as evaluation criteria. Review the request with the full Consortium, advertise, rank proposals, and select a consultant team. Finalize the scope of work and execute a contractual agreement with the preferred vendor.
 - 1 The program has collaborated with the Consortium and other partners to draft an RFP requesting consultant services for the development of the implementation program. It expects to release the RFP during the 2nd quarter of FFY 13.
 - 2 The program issued a RFP, the scope of which includes the development of the integrated RPSD implementation program.
3. Manage consultant activities and the planning process accordingly. Although the consultant team will likely be chosen in 2013, the drafting of the integrated implementation program will need to await the completion of the new Housing and Economic Development State Guide Plan Elements. While leading up to this, staff will complete implementation reports for the existing Land Use and Transportation Elements.
 - 1 It is anticipated that this task will begin in the 3rd quarter of FFY 13.
 - 2 It is anticipated that this task will begin in the 3rd quarter of FFY 13.

Growth Centers - Task 3035 (high)

1. Identify and delineate specific geographic areas within the State that are most suitable for growth center and or village development including areas appropriate for infrastructure investment and infill development.
 - 1 It is anticipated that this task will begin in the 3rd quarter of FFY 13.
 - 2 It is anticipated that this task will begin in the 3rd quarter of FFY 13.
2. Coordinate with the Rhode Island Department of Environmental Management (DEM), Grow Smart Rhode Island and a growth centers subcommittee to draft a RFP for consultant services. Review the request with the full Consortium, advertise, rank proposals, and select a consultant team. Finalize the scope of work and execute a contractual agreement with the preferred vendor.

- 1 The Program has collaborated with DEM, Grow Smart Rhode Island, Rhode Island Economic Development Corporation, Rhode Island Housing, and other members of the Growth Centers subcommittee to draft an RFP requesting consultant services for the Growth Centers strategy. It expects to release the RFP during the 2nd quarter of FFY 13.
 - 2 The Program issued a RFP, the scope of which includes the mapping of the state's assets and the development of growth center typologies.
3. Manage consultant activities and the planning process accordingly. Growth center mapping is expected to occur over the course of this FFY and into the next. Finalization of the mapping is expected to occur in early FFY14. Release of the information is to be coordinated with DEM's work plan for its Growth Centers Statewide Planning Challenge Grant.
- 1 It is anticipated that this task will begin in the 3rd quarter of FFY 13.
 - 2 It is anticipated that this task will begin in the 3rd quarter of FFY 13.

Capacity Building and Technical Assistance - Task 3040 (medium)

1. Build capacity within state and local government and among participants in the planning process by increasing skills and technical expertise in sustainable development.
 - 1 It is anticipated that this task will begin in the 3rd quarter of FFY 13.
 - 2 It is anticipated that this task will begin in the 3rd quarter of FFY 13.
2. Coordinate with the technical assistance subcommittee to draft an RFP for consultant services. Utilize the results of the survey work being undertaken by the Planning Information Center to assist in identifying specific technical assistance needs that should be provided for through the RFP. Review the request with the full Consortium, advertise, rank proposals, and select a consultant team. Finalize the scope of work and execute a contractual agreement with the preferred vendor.
 - 1 The Program has drafted a RFP for capacity building and technical assistance services that requests consultant services for a three-phased scope of work. The first phase will address needs identified in the survey conducted by the Planning Information Center; the second and third phases will pertain to the needs identified during the development of the regional plan for sustainable development. It expects to release the RFP during the 2nd quarter of FFY 13.
 - 2 The Program released a RFP, the scope of which includes the development of a three-phased capacity building and technical assistance program.
3. Manage consultant activities and the planning process accordingly. Recognizing that technical assistance needs may become clearer as the larger initiative moves forward, the Consortium may decide to defer this activity to the following year.
 - 1 It is anticipated that this task will begin in the 3rd quarter of FFY 13.
 - 2 It is anticipated that this task will begin in the 3rd quarter of FFY 13.

Social Equity Advisory Committee - Task 3045 (high)

1. Establish, train, support and manage the Consortium’s Social Equity Advisory Council (SEAC). Work with partners to identify and appoint SEAC members. Establish pay rates and mechanisms, track participation, and coordinate SEAC review and comment on project deliverables.
 - 1 The Program has organized a social equity working group to assist in the development of the SEAC. The group has determined the responsibilities of SEAC members and established a process for nominating and selecting those who will serve of the committee. It expects to have formally established the SEAC by the end of the 2nd quarter of FFY 13.
 - 2 The Program organized and convened the Social Equity Advisory Committee. A review committee selected 25 members for the committee chosen from nominations it received. The SEAC has met twice, including a joint retreat with the Sustainable Communities Consortium and the State’s Commission on Health Equity and Advocacy.
2. Coordinate with RI Legal Services, RI Local Initiatives Support Corporation (LISC), EDC and other partners to draft a RFP for consultant services for the training of SEAC members. Review the request with the full Consortium, advertise, rank proposals, and select a consultant team. Finalize the scope of work and execute a contractual agreement with the preferred vendor.
 - 1 The Program has drafted an RFP for SEAC training in coordination with the social equity working group, which includes RI Legal Services, LISC, EDC, RI Housing, and the Rhode Island Department of Health. It expects to release the RFP during the 2nd quarter of FFY 13.
 - 2 The Program released a RFP the scope of which includes training for SEAC members.
3. Manage consultant activities and the planning process accordingly. The SEAC will serve through the full grant period.
 - 1 It is anticipated that this task will begin in the 3rd quarter of FFY 13.
 - 2 It is anticipated that this task will begin in the 3rd quarter of FFY 13.

Public Participation, Outreach and Communications - Task 3050 (medium)

1. Develop and implement a robust Public Participation, Outreach and Communication Strategy that engages a diverse cross section of the region’s residents. Confirm that social equity, community engagement and communication strategies are meeting HUD’s expectations.
 - 1 It is anticipated that this task will begin in the 3rd quarter of FFY 13.
 - 2 It is anticipated that this task will begin in the 3rd quarter of FFY 13.
2. Coordinate with the Consortium to draft a RFP for consultant services that includes: the creation of an extensive stakeholder and media outlet contact database; identifies specific outreach, public participation and communications strategies that will be used throughout the development and adoption of each of the Initiative’s major deliverables; relies on traditional print media options; includes a state of the art interactive web-based public input, outreach and communication platform to facilitate the sharing of information across all project components; capitalizes on radio and television advertising where appropriate; and provides for Spanish translation services of all announcements and at all meetings where such services may be requested. Review the request with the full Consortium, advertise, rank proposals, and select a consultant team. Finalize the scope of work and execute a contractual agreement with the preferred vendor.

- 1 The Program has drafted a RFP in coordination with the Consortium that requests consultant services for the development and execution of a public participation and communications strategy. It expects to release the RFP during the 2nd quarter of FFY 13.
 - 2 The Program released a RFP, the scope of which includes the delivery and execution of an outreach, public participation, and communications strategy.
3. Manage consultant activities and the planning process accordingly. The public outreach, participation and communications strategy will run throughout the entire planning process.
- 1 It is anticipated that this task will begin in the 3rd quarter of FFY 13.
 - 2 It is anticipated that this task will begin in the 3rd quarter of FFY 13.

Performance Measures - Task 3055 (medium)

1. Develop, track and report on a series of detailed and meaningful Performance Measures that will allow the State to gauge the short and long-term success of the state's RPSD.
 - 1 It is anticipated that this task will begin in the 3rd quarter of FFY 13.
 - 2 It is anticipated that this task will begin in the 3rd quarter of FFY 13.
2. Baseline performance measures will be as required by HUD. As these rely on national data sources, tracking and reporting will be undertaken by the Program's Planning Information Center (see task 5045).
 - 1 The Planning Information Center has performed the initial data collection and analysis needed for the required baseline performance measures, and the Program has reported them to HUD. The Division has also coordinated with the Data and Performance Measures subcommittee and the Consortium to select the measures and outcomes it will use on HUD's mandatory e-Logic model that will be a part of its reporting throughout the grant period. The program's initial logic model was submitted to HUD on August 29, 2012.
 - 2 The Planning Information Center updated the required baseline performance measures for the second semiannual Sustainable Communities report to HUD (due in January 2013).
3. The Program will also coordinate with the Planning Information Center, the Providence Plan and a subcommittee of the Consortium to draft a RFP for additional consultant services. This RFP will focus on: generating a new land cover dataset based upon the State's 2011 aerial photography including the production of an impervious surface data layer; identifying, compiling, mapping and assessing additional local data sources that can be used to depict the location of new construction, affordable housing production and significant public infrastructure and economic development investments on an annual basis; and on producing and populating a web based "dashboard" that can serve as the primary distribution tool for all performance measures. Review the request with the full Consortium, advertise, rank proposals, and select a consultant team. Finalize the scope of work and execute a contractual agreement with the preferred vendor.
 - 1 The Program has collaborated with the Planning Information Center, Providence Plan, EDC, and other members of the performance measures subcommittee to draft an RFP requesting consultant services for developing performance measures. In addition to the activities described above, the RFP also requests a consultant to develop performance measures for three existing State Guide Plan elements: Transportation 2030, Land Use 2025, and Water 2030. It expects to release the RFP in the 2nd quarter of FFY 13.

- 2 The Program released a RFP the scope of which includes the development of performance measures, the identification of data, and the creation of a web based “dashboard.”
4. Manage consultant activities and the planning process accordingly. Development of performance measures may extend into FY 2014 and tracking will occur throughout the Initiative and beyond.
 - 1 It is anticipated that this task will begin in the 3rd quarter of FFY 13.
 - 2 It is anticipated that this task will begin in the 3rd quarter of FFY 13.

Consistency Review, Comprehensive Planning, and Planning Assistance
Comprehensive Planning Program Administration - Task 4005 (high)

1. Administer the State Comprehensive Planning Program as mandated by R.I.G.L. 45-22.2 (The Act). Expeditiously review comprehensive plan submittals, amendments, and updates against the directives established by, and within the procedural requirements of the Act.
 - 1 Two previously accepted municipally approved comprehensive plans, two previously accepted comprehensive plan amendments, and one newly submitted comprehensive plan amendment were under review this quarter. Staff provided suggested remedies and continued to work with municipal planners to address previously identified issues that need to be resolved prior to awarding State approval. This included a presentation to the North Kingstown Planning Commission concerning possible revisions to a comprehensive plan amendment under review. The one new submission had undergone review as a draft and did not present any approvability issues. However, as part of the Division’s efforts to provide ongoing technical assistance, comments were provided for the Town’s consideration on the following two items:
 - o Ensure coordination with the Coastal Resources Management Council to ascertain jurisdiction and compliance with RI coastal program on any coastal development.
 - o Consider adding a requirement that a feasibility study be presented as a condition of approval for a wind energy conversion system within a Public Utility Zone.
 - 2 One of the municipal comprehensive plans that had been under review was revised in accordance with comments that had been provided by staff. The revised plan was adopted by the City Council and, with the revisions officially incorporated, was granted State approval.

One of the two previously accepted comprehensive plan amendments also received State approval. This amendment (establishing a growth center) had previously been reviewed as a draft and the comments provided to the City in the draft stage were incorporated into the official submission. This allowed for an expedited approval.

With respect to the remaining comprehensive plans under review, staff identified a number of issues that would need to be addressed in order for State approval to be granted. These issues include:

- o ensuring conformity between zoning and the comprehensive plan;
- o utilizing adequate, uniform, and valid data for population projections; affordable housing needs projections; and plans for future open space and recreation development; and,

- addressing the legislative mandate that to the State achieve a 35% recycling goal and associated 50% diversion rate.

Staff notified the municipality of these issues and offered corresponding suggested remedies.

As the second quarter came to a close, the municipality drafted revisions to their plan, incorporating the remedies suggested. Staff reviewed the proposed changes and notified the Town that they would satisfactorily address the State's concerns. At this time, the Division is awaiting Town Council approval of the proposed changes. Upon Council adoption, the plan can receive State approval.

2. Provide technical assistance and advice to municipalities during the drafting and development of comprehensive plans and by reviewing and commenting on draft comprehensive plan submittals in order to 1) incorporate State transportation, land use, housing, economic development, and other functional goals and policies into local plans, 2) identify potential obstacles to achieving State approval, and 3) provide suggestions for making plans clear, concise, and accurate. Facilitate the resolution of identified concerns through direct interaction with applicable State, local, and public stakeholders.

- 1 Five municipalities submitted draft materials during this quarter. All five were related to full updates of their comprehensive plans. The Comprehensive Planning and Land Use Act was amended in the 2012 legislative session. The amendments include that additional required material be included in comprehensive plans and the provision for ten-year State approval of plans. Between now and June 2016, municipalities may submit updates under the old provisions of the Act or the new provisions. Three of five the updates were submitted under the previous provisions of the Act while the other two were submitted under the new provisions. While comments were tailored to the specifics of each individual submission, certain problems tended to be common to multiple plans. These included:

- using standardized definitions of goals, policies, and implementation actions;
- developing realistic implementation plans that identify responsible parties and include timelines;
- maintaining a single version of the comprehensive plan including all amendments, appendices, and supplements;
- assuring that the municipality has a workable affordable housing plan;
- clarification of the analyses on existing land use and forecasted future needs; and
- addressing issues of solid waste management in order to be consistent with the State's Solid Waste Management Plan.

By reviewing these draft documents early in the Comprehensive Plan development process, it is anticipated that the formal approval process will be significantly shortened and streamlined.

Staff also met with representatives from several municipalities for direct discussion and questioning concerning comprehensive plan updates.

- 2 During this quarter, six municipalities had draft materials under review. Five of the six were related to updates of their comprehensive plans while one was related to a comprehensive plan amendment. All five of the updates were submitted under the new

provisions of the Comprehensive Plan and Land Use Act. Of the five municipalities that submitted draft materials related to updates, staff provided comments on four submissions. While comments were tailored to the specifics of each individual submission, certain problems tended to be common to multiple plans. These included:

- using standardized definitions of goals, policies, and implementation actions;
- broadening the scope of the Housing Element to be more than just an “Affordable Housing Plan” by focusing on the needs of ALL current and future residents, not just for low and moderate income households;
- utilizing adequate, uniform, and valid data;

In addition to the above, the amended Comprehensive Planning Act has added new requirements for inclusion in comprehensive plans. Staff is currently preparing guidance on these requirements (see Task 4010) but in the meantime is providing guidance on a case-by-case basis.

- *Energy Consumption and Production* that focuses on the municipality’s major power producing facilities and / or small scale energy projects currently being undertaken or planned for. Determine whether or not there exist opportunities for wind, solar, or hydro power and would the municipality be open to such alternative forms of energy. Consideration of how the municipality and promote conservation. Identify appropriate goals, policies, and actions related to energy;
 - *Natural Hazards* that goes beyond communities preparing hazard mitigation plans. In this section, identify natural hazards, including those resulting from climate change, that pose threats to the municipality; assess the natural, built, and human resources within the municipality that are most vulnerable to the identified risks; assess the short and long-term impacts of the identified risks; prioritize the municipality’s vulnerable resources and identified risks; identify appropriate goals, policies, and actions related to natural hazards.
3. Notify municipalities in advance of the expiration of their plan’s State approval and offer them the opportunity to engage the Program during the local drafting and approval process. Provide technical assistance accordingly, and fulfill municipal needs to the greatest extent practicable.
 - 1 This task is timed to provide notice one-year in advance of the expiration date of a comprehensive plan’s State approval; two notices were issued this quarter.
 - 2 No notices were sent during this quarter; however, one notice is currently in the drafting stage and will be distributed at the beginning of the third quarter.
 4. Facilitate public access to municipal comprehensive plans by continuing to improve the availability of local documents on the Division of Planning website.
 - 1 No work was required under this task as no additional municipal comprehensive plans received state approval during the first quarter.
 - 2 One approved comprehensive plan was posted to the Division’s website this quarter. In addition, staff participated in redesigning the existing Division of Planning website to allow for improved public accessibility.
 5. Encourage State agency participation in the comprehensive planning process. At a minimum, the Division will use the update of State Guide Plan Element 110: Goals and Policies (see Task 4015) as an opportunity to meet with State agencies to 1) discuss how the Comprehensive Planning Act

relates to their work and the benefits that can be realized through their participation, 2) assist them in the development of goals and policies that they would like reflected in local comprehensive plans, and 3) assess the level and types of technical assistance agencies would like in order to make their participation easier and more useful including the possibility of offering a workshop. Additionally, the Division will continue to provide feedback to agencies on their comments applicability and usefulness, to copy commenting agencies on findings, recommendations, and final decisions sent to municipalities, and to answer agency questions as requested.

- 1 No work was done on State Guide Plan Element 110: *Goals and Policies* and no meetings with State agencies were scheduled this quarter.
- 2 No work was done on State Guide Plan Element 110: *Goals and Policies* and no meetings with State agencies were scheduled this quarter.

Comprehensive Planning Handbook and SPC Rules and Regulations Update - Task 4010 (high)

1. Engage members of the LU2025 Advisory Committee to assist in the creation of the guidebook.
 - 1 This task has been slightly modified. Instead of the using the LU 2025 Advisory Committee, a Comprehensive Planning Advisory Committee (CPAC) was formed to assist in the creation of the guidebook. The CPAC consists of 12 members, including local planners from urban, suburban, and rural communities, planning consultants, and community- and growth- oriented non-profit organizations. Two meetings of the CPAC were held. The first was to review the group’s objectives, the “findings report” (detailed under #2), the draft outline, and discuss draft guidebook text. The second meeting was to analyze the step-by-step processes that occur in the creation and adoption of a comprehensive plan.
 - 2 Five meetings of the CPAC were held during this quarter. At the first meeting, draft text on the purpose of a comprehensive plan was reviewed. At the second meeting, the CPAC discussed potential planning themes for inclusion in the guidance and recommendations for regional comprehensive planning. The final three meetings were a detailed follow-up to the second meeting during the first quarter to examine the processes that occur in the creation and adoption of a comprehensive plan. The intent is to formulate a series of options that local planners may choose from in the writing and adoption of their comprehensive plans.
2. Conduct stakeholder interviews and/or focus groups with municipal planners who have recently completed or are about to undertake a comprehensive plan update to determine the type of information that would be most useful in a guidebook and their priority topics for comprehensive planning technical assistance.
 - 1 This task has been completed. Staff interviewed municipal planners from 20 of the state’s cities and towns to discuss the comprehensive planning process and the type of information that would be most useful in a guidebook. From these interviews, a findings report was created that detailed the major outcomes of the discussions. The findings report was then used to craft a draft outline of the guidebook.
 - 2 This task was completed in the first quarter.
3. Recruit experts from other State agencies to assist in developing accurate and well-informed technical advice related to specific topical areas.
 - 1 A list of 70 experts from state agencies and other organizations with a statewide perspective has been created, vetted internally, and reviewed with the CPAC. These

experts will be invited to participate in the guidebook creation process by sitting on Content Working Groups that will develop the technical advice for the various topics to be covered in the guidebook.

- 2 Five of the Content Working Groups (CWG) began to meet during this quarter – Natural Hazards, Energy, Agriculture and Food Production, Housing, and GIS and Mapping. The Natural Hazards CWG met three times during the quarter and began to discuss the process of addressing natural hazards in a comprehensive plan. The Energy CWG met twice during the quarter and began discussing the aspects of energy production and consumption that should be addressed in a comprehensive plan. The Agriculture and Food Production CWG met once during the quarter and began to discuss the role of agriculture and food production in a comprehensive plan. The Housing CWG met twice during the quarter and began discussing how municipalities should address the full spectrum of housing needs within their comprehensive plans. The GIS and Mapping CWG met once and decided that their input would be most useful after the other CWGs have met and discussed the required comprehensive plan maps.
4. Create rules and regulations governing the comprehensive planning process for adoption by the State Planning Council.
 - 1 A draft set of rules and regulations governing the comprehensive planning process was completed and sent to the Department’s Legal Office for review and comment.
 - 2 Based on comments received from the Department’s Legal Office, staff revised the initial draft. Staff prepared a “guidance” document to highlight the major proposed changes and to guide reviewers to the new organizational structure of the rules. Staff also identified a number of issues that raised broad policy considerations and began holding meetings with senior Division officials to discuss.
5. Upon completion of the new guidance manual, recommend that the State Planning Council repeal Handbook 16: Handbook on the Local Comprehensive Plan and approve the new guidance manual. Post the new guidance manual on the Division of Planning website and provide notice to all municipalities and other interested parties.
 - 1 This task is contingent on the completion of the new guidance manual which is not anticipated to be completed prior to the fourth quarter.
 - 2 This task is contingent on the completion of the new guidance manual which is not anticipated to be completed prior to the fourth quarter.

State Guide Plan Maintenance - Task 4015 (medium)

1. Update State Guide Plan Element 110: Goals and Policies and disseminate via electronic and print media. Research Rhode Island General Laws for legislatively mandated goals and policies. Solicit State agencies for suggested goals and policies. Draft and submit to State Planning Council for review and approval.
 - 1 Work was not initiated on this task during this quarter.
 - 2 Work was not initiated on this task during this quarter.
2. Prepare an annual report to the State Planning Council on the status of State Guide Plan elements. The report should note: 1) recommendations for the repeal of outdated or no longer relevant State Guide Plan elements, 2) recommendations for scheduling updates of State Guide Plan elements, and 3) recommendations for the consolidation of related State Guide Plan elements.

- 1 Work was not initiated on this task during this quarter.
- 2 Work was not initiated on this task during this quarter.
3. Update the State Guide Plan Overview as necessary and maintain on the Division of Planning's website. Upon the adoption of the new Goals and Policies element, a recommendation should be made to the State Planning Council as to whether the Overview could be discontinued.
 - 1 The State Guide Plan Overview was updated to include the recently adopted *Rhode Island Water 2030* and reflect the deleted elements that were consolidated into *Rhode Island Water 2030*.
 - 2 No work was completed for this task during the second quarter.

Local Planning Assistance - Task 4020 (high)

1. Respond to requests for technical assistance and planning guidance (not covered by the Comprehensive Planning Program task) from local governments, the general public, and other interested parties. Track requests received, the level of effort invested in fulfilling the request, any products or deliverables produced, the final disposition of the request and the time to complete.
 - 1 A technical assistance tracking system was developed and implemented. The new system tracks the nature of the request, who or what organization made the request, which staff person answered the request and how long it took to complete the request. In the first quarter, the system was used to track 103 completed requests for technical assistance. The main themes of these requests included grant assistance, comprehensive planning process assistance, and data requests.
 - 2 Statewide Planning Program staff completed 256 requests for technical assistance during the second quarter. The main themes of the requests included grant assistance, project assistance, and data requests.
2. Provide quality educational programming to planners, local boards and commissions, government agencies, the public, and other interested parties on land use, transportation, housing, environmental, and other planning-related issues. Continue to work with RI Chapter of the American Planning Association, GrowSmart Rhode Island and others to design and deliver diverse professional educational opportunities.
 - 1 No activity this quarter.
 - 2 Land Use staff continued to provide technical assistance to the RIAPA and Grow Smart RI. Land Use staff assisted with the conception, development, organization, and execution of, two technical training workshops: Arc GIS Online Tool (October) and Community Guidance to Maintain Working Farms and Forests (November). Staff also assisted the RI APA Program Committee in tentatively scheduling more professional training workshops for next quarter and others in 2013.
3. Develop planning information bulletins and other forms of general guidance for publication on the Division of Planning website. At least four bulletins will be produced covering topics such as planning for natural hazards and climate change, energy consumption and conservation, planning for agriculture, and incorporating public health into planning practices. Planning Guidance Bulletins will be emailed directly to planners and posted on the Division's website. Gather and disseminate existing toolkits, planning guidance documents, and relevant material from other State agencies that may be helpful in local planning efforts.

- 1 As part of the comprehensive planning handbook update, staff met with municipal planners from 20 cities and towns. Discussion during these meetings included an assessment of which topics would most benefit the planning community. The most requested topics included energy and natural hazard planning and methods for increasing public participation.
 - 2 No work was done on this task during the second quarter.
4. Notify municipalities of opportunities for financial assistance for qualified planning-related research projects that support implementation of the State Guide Plan or comprehensive plan development.
- 1 Although there were no new financial assistance opportunities this quarter, staff has begun to update outreach materials, including the creation of an announcement template, to be sent out with key information for municipal planners and others, including grant availability announcements.
 - 2 One special announcement was sent to municipal planners, informing them of a grant opportunity from FEMA.

Legislative & Case Law Monitoring and Assistance - Task 4025 (High)

1. Monitor pending legislation for bills pertaining to planning, development, and other topics as applicable. Notify staff and other interested parties of such bills. Reach out to other State agencies as necessary, to coordinate positions when pending legislation crosses jurisdictional interests. Draft position papers on pending legislation and testify on relevant bills as requested. Draft legislative impact statements as requested and otherwise work to ensure the passage of sound planning related legislation.
 - 1 The legislative session does not begin until January therefore no work was done on this task during this quarter.
 - 2 Division staff met with the State Building Commissioner and staff from CRMC, RI EMA and URI's Coastal Resources Center/RI Sea Grant to discuss a potential revision to the State Building Code to require an additional one foot of freeboard on residential structures in coastal zones. Staff also assisted in formulating a potential legislative solution to the request from the building community to alleviate the hardship that would be caused by the additional freeboard requirement and the existing local building height requirements. Staff coordinated meetings with key stakeholders to discuss the issue, including RI Save the Bay, the RI Builder's Association, the RI Realtor's Association and local planners.
2. Provide an annual summary to municipalities of newly adopted or amended laws that could be relevant to local planning interests.
 - 1 The annual summary of the 2012 legislative session was distributed to all 39 cities and towns.
 - 2 This task was completed in the first quarter.
3. Monitor court decisions that affect land use or other planning issues. Notify staff, municipal planners, and other interested parties of major court decisions and their ramifications to the practice.
 - 1 No work was done on this task during this quarter.
 - 2 No work was done on this task during this quarter.

Energy Facility Siting Board Review - Task 4030 (low)

1. Review 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 State Guide Plan and impacts on the socioeconomic fabric of the state. This is done on a case-by-case, as-needed basis.
 - 1 There were no applications for review during this quarter.
 - 2 The Division of Planning / State Planning Council received the Interstate Reliability Project: North Smithfield and Burrillville application for review from the Energy Facilities Siting Board (EFSB). Staff is in the process of drafting an advisory opinion on the proposed project's consistency with the State Guide Plan and its impact on the socio-economic fabric of the State.

State Property Review - Task 4035 (low)

1. Review proposed transactions affecting state-owned/managed properties for consistency with the State Guide Plan, preservation of open space values, and coordination with other applicable plans and programs.
 - 1 Six proposals affecting state-owned/managed properties were reviewed this quarter. One of the six proposals involved a subject parcel that was adjacent to the channel that connects Potter's Pond and Point Judith Pond. Staff advised the State Properties Committee that although the parcel was relatively small, its strategic location, and existing vegetation could serve to absorb pollutants from runoff that could otherwise enter the Pond(s). Staff recommended that any conveyance be structured so as to ensure that this buffer function be retained and that no increase in runoff would enter the Pond(s).
 - 2 No proposed transactions affecting state-owned/managed properties were submitted for review during the second quarter.
2. Coordinate with the Department of Transportation's process for land sales, acquisitions, leases, and licenses by serving as a member of DOT's Land Sales Committee.
 - 1 The DOT Land Sales Committee convened three times this quarter. The Division was represented at each meeting and recommended approvals on eight of nine proposals. One proposal involved a request to release a railroad easement encumbering the use of five parcels owned by an applicant with the intent merging the parcels and developing the land. The Division recommended denial because the Transportation Improvement Program 2013-2016 identified these parcels for the construction of the East Bay Bike Path Extension Project. The Committee unanimously denied the proposal.
 - 2 The DOT Land Sales Committee convened two times this quarter. The Division was represented at one of the two meetings and recommended approvals on five of the six proposals. One proposal involved a request to purchase a State-owned right-of-way to cure an encroachment. The Division recommended denial based on the parcel's proximity to a bridge and its potential to act as public access to a local pond. The Committee voted to table the request.

Intergovernmental Review Process - Task 4040 (low)

1. Review federal grant and loan applications, proposals for direct federal development and other actions, environmental impact statements, Army Corps of Engineers Permit requests, and other federally assisted actions subject to Executive Order 12372 to assure consistency with state and local plans.

- 1 The Division processed 10 reviews in this quarter. All applications reviewed during this quarter were found to be consistent with state and local plans; however, one project was found to have the potential for affecting historical or archeological resources. In addition, a second project was found to be located in an environmentally sensitive area. In these instances, staff provided the findings to the applicants and provided contact information at the Rhode Island Historical Preservation and Heritage Commission and the Coastal Resources Management Council, respectively.
 - 2 The Division processed five reviews in this quarter. All applications reviewed during this quarter were found to be consistent with state and local plans.
2. Semi-annually review, update, and post on the Division's website a list of Federal grants programs waived from State review.
- 1 No action was taken on this task this quarter. Work on this task is expected to begin in the next quarter of this fiscal year with the update of the Division's website occurring in January.
 - 2 An inventory of Federal grants programs to be waived from State review was initiated this quarter. The final update of the *CFDA Programs Waived from the Rhode Island Intergovernmental Review Process* will be completed and posted to the Division's website in January.

Project Proposal Review - Task 4045 (medium)

1. Review CEDS Certification Applications and projects of the RI Economic Development Corporation and its subsidiaries, including the Quonset Development Corporation and the RI Airport Corporation, for consistency with the State Guide Plan.
 - 1 Two CEDS Certification Applications were reviewed this quarter. Staff offered preliminary feedback to one applicant who chose to withdraw the application and resubmit under a different Federal assistance program that was better suited to the project proposal. The other application was submitted by the RI Department of Environmental Management for the Port of Galilee Infrastructure Improvement Project. Acting in its role as the CEDS Committee for the State of Rhode Island, the State Planning Council determined that the proposal met the threshold requirements for funding eligibility under the Investments for Public Works and Economic Development Facilities Grant Program and awarded the project a CEDS Certification.
 - 1 One application was received from the RI Economic Development Corporation. The purpose of the proposed project was to secure financing for the acquisition of the approximately 40 acres of land constituting the I-195 Redevelopment District. This application was found to be consistent with the State Guide Plan.
 - 2 No requests for CEDS certification were received during the second quarter; however, staff answered multiple inquiries related to the CEDS certification process for potential submission in the third quarter. No proposed projects were submitted for State Guide Plan, consistency review.

Planning Challenge Grant Program - Task 4050 (medium)

1. Support the 2009 grant recipients as they work to close out their grants in accordance with the signed cooperative agreements. At the conclusion of the Cooperative Agreements, review final products to identify ways the Statewide Planning Program can assist entities in further implementing their projects.

- 1 Staff continues to offer technical assistance to the 2009 grant recipients. During this quarter, two grant recipients completed their work and staff reviewed all final products to ensure consistency with the cooperative agreements. There are currently 8 projects out of 18 awards from the 2009 grant round still ongoing.
- 2 Staff continues to offer technical assistance to the 2009 grant recipients. No grant recipients completed work during this quarter. There are currently 8 projects out of 18 awards from the 2009 grant round that are still ongoing.
2. Support the 2011 grant recipients as they work to implement their grants in accordance with the signed cooperative agreements, including sitting on project advisory committees and the provision of technical assistance as necessary.
 - 1 Staff has actively offered technical assistance to the 2011 grant recipients as they begin to ramp up their work efforts. Staff members have been assigned to provide technical assistance to 12 of the 15 grant projects and have been attending meetings and providing insight as needed. Over \$74,000 worth of local match services have already been completed.
 - 2 Staff continues to offer technical assistance to the 2011 grant recipients. All of the grant recipients have initiated work, with over \$110,000 worth of local match services having already been completed. Over \$104,000 in grant funds have been expended and 10 grant recipients have hired consultants to assist with the work.
3. Monitor grant recipient project progress through quarterly reporting and reimburse funding to grant recipients as necessary through processing of reimbursement requests.
 - 1 Staff continues to review all quarterly reports and to process all reimbursement requests from 2009 grant recipients, and to verify all figures and paperwork submitted, in a timely and efficient manner.
Staff continues to review all quarterly reports from 2011 grant recipients, and to verify all figures and paperwork submitted, in a timely and efficient manner.
 - 2 Staff continues to review all quarterly reports and to process all reimbursement requests from 2009 grant recipients, and to verify all figures and paperwork submitted, in a timely and efficient manner.
Staff continues to review all quarterly reports from 2011 grant recipients, and to verify all figures and paperwork submitted, in a timely and efficient manner.
4. As resources allow, entertain new proposals for small grants to assist local or regional planning projects and qualified *planning-related* research projects that support implementation of the State Guide Plan's transportation and land use elements.
 - 1 No new resources have been identified for other grant programs at this time.
 - 2 No new resources have been identified for other grant programs at this time.

Planning Information and Resource Initiatives

Corresponding goals and strategies for the Rhode Island Geographic Information System (RIGIS) are as found in RIGIS Executive Committee's FY2012-FY2016 Strategic Management Plan. These are noted as follows ex. GIS1 = Goal 1, Strategy 1).

RIGIS Executive Committee Support - Task 5005 (medium)

1. Support the Executive Committee in leading the RIGIS effort as mandated by RIGL 42-11-10. Undertake routine administrative tasks associated with the Executive Committee's quarterly meetings. Revamp the historic RIGIS Annual Reports to instead report progress on action items laid out in the current RIGIS 5-year plan. Determine how to best go about archiving RIGIS related documents and datasets. (G1S1)
 - 1 Reserved meeting space, created and posted meeting agenda on the RI Secretary of State's website, updated attendee tent cards, and recorded one quarterly RIGIS EC meeting. At this meeting, a motion was presented and approved by vote to set a 2-year concurrent term limit to the Chair and Vice Chair officer positions. At the end of the term, each officer could decide to serve a second term or step down and hold an election for their replacement. Two new members were approved onto the RIGIS EC, and a presentation on RI GIS archival and records management was given by the RI State Archives & Records Administration. It was also decided in this meeting to set up task forces to accomplish the three highest priorities of RIGIS (State of RI Enterprise GIS, uses for new statewide LiDAR dataset, statewide municipal land parcels).
 - 2 Created and posted meeting agenda on the RI Secretary of State's website, updated attendee tent cards, and recorded one quarterly RIGIS EC meeting. At this meeting, ProvPlan gave an update on their progress with developing a user-friendly mapping and data summary interface for anyone who needs to download and quickly analyze RI census information. There was also an update on the RIGIS Structure and Policy task force (see next bullet). A new chair was elected, and a new meeting schedule that will allow greater attendance in 2013 was agreed upon.
 - 2 Attended a meeting of a new RIGIS Structure and Policy task force where the historical creation and growth of RIGIS was discussed. The goal of this task force is to determine whether/how to modify RIGIS' structure by reexamining the needs of its members and its current procedures and structure. A report on preliminary findings was given at this quarter's RIGIS Executive Committee meeting. Future findings will be presented at next quarter's meeting.

RIGIS State Agency Support - Task 5010 (medium)

1. Continue to develop an Enterprise GIS Architecture System for the State of Rhode Island following the implementation program recently produced in coordination with Esri. Implement Esri's recommendations related to GIS data production environment, software license pooling, SAN storage, cloud services and servers. The RIGIS Coordinator will initiate this by working with the RI Department of Information Technology (DoIT) Project Review Committee (PRC) to gain approval for a funded proposal to purchase, install and configure additional hardware and software through the newly available Master Purchase Agreement (MPA 230) for GIS services, and the updated MPA 183 with Esri. (G1S2)
 - 1 Because data storage needs was raised as an issue by RI DoIT during a PRC meeting, the RI Enterprise GIS project team met with RI DoIT data storage staff. Posted an editable version of the State of RI Enterprise GIS System Architecture Plan so that information could be updated to support DoIT creating a project data storage cost estimate. Held a meeting with staff from DoIT, Purchasing, DOT, DEM, EMA, DOH and Esri to discuss the possibility of setting up an Enterprise License Agreement (ELA) with Esri. An ELA would better allow the State to fully leverage new capabilities in Esri software, especially related to bringing GIS capabilities to agencies not currently using it.

- 2 Determined that Tier 2 data storage would make the most sense for the largest data files in the RIGIS database (raster aerial photography). DoIT put together a quote of \$50,000 to cover the cost of purchasing and setting up an augmented computing environment for RIGIS' needs. RIEMA confirmed the ability to obtain these funds, which were beyond the initial budget of the project. The State of Rhode Island Enterprise GIS project is still on track for the majority of work to be performed next quarter. Held another meeting with Esri to discuss a possible ELA. Esri is putting together a detailed proposal on what an ELA for the State of Rhode Island would look like. The State's main concerns revolve around keeping track of statewide software license usage and pooling of multi-agency funds. MPA 183 was up for renewal at the end of this quarter. Worked with Esri and DOA-Purchasing to create and review updated price lists, terms and conditions, and to extend the term from 2 to 3 years. Final signatures to be obtained next quarter.
2. Continue to provide leadership to State agencies in the coordinated development, standardization, dissemination, integration and utilization of GIS data. Examples include tasks associated with the Emergency Management Agency's Support Function V and Emergency Operations Center; the E-911 system's Pictometry, aerial photography, and site address and road centerline data maintenance; the Water Resources Board's municipal water distribution infrastructure data; the Building Division's real property dataset; the USGS National Hydrography Dataset stewardship program, as well as other new opportunities. (G1S4)
 - 1 Met with the RI E9-1-1 Enhanced Telephone System to discuss adopting federal addressing standards to better support the geocoding needs of State government agencies. It was determined that the needs of other state agencies are different from those of RI E9-1-1, and therefore adoption of federal addressing standards would not involve RI E9-1-1 directly. Ideas on how to pursue this project include applying for FGDC CAP grant funding, and possibly hiring an outside consultant to facilitate the creation of an automated procedure to migrate regular E9-1-1 site address point database extracts to the new standard.
 - 1 Met with Pictometry, and the City of Warwick and Town of Middletown Fire Departments to determine the feasibility of applying for Federal Fire grants to support the creation of updated statewide Pictometry imagery for RI. As of this quarter, it was decided that the time commitment required for these municipalities to spearhead the effort would be too great given other competing priorities. These and other grants will be investigated in future grant rounds.
 - 1 Facilitated communications between the USGS, RIDEM and URI regarding RI joining the USGS National Hydrography Dataset (NHD) stewardship program. It was determined that RIDEM would be the steward while actual work to update the NHD for RI would fall upon URI. Contract negotiations will soon follow.
 - 1 Continued to participate in the FCC NTIA Statewide Broadband Initiative (SBI). Met with Broadband RI (BBRI) program coordinator to discuss the future of broadband mapping once the 5-year project is completed. There is the possibility of folding future broadband mapping needs into the FirstNet program being led by RI DoIT and RIEMA in collaboration with the RI first response and emergency management communities.
 - 1 Attended the Vigilant Guard exercise in RI as a VIP tour observer. Learned that there are three different mapping applications used in the three emergency operations centers (state, state guard, military joint forces) in RI. Created a new State "mutual aid" discussion topic

in our regional Emergency Management monthly user group meetings (NEGUG) facilitated by US Department of Homeland Security (DHS).

- 1 Attended a wrap-up session of Operation Irene II: Northeast Pilot Capstone Event which highlighted demonstrations of each New England state's incorporation of an application called Virtual USA by the US DHS into their state's emergency management operations. The RI National Guard showed how they folded Virtual USA into their RIVER situational operation viewing tool.
- 2 Held an in-house presentation from Pictometry where they discussed a cost-saving option for statewide updated imagery acquisition. The proposed scenario contained two major differences from the previous imagery capture in 2008: 6-inch pixel resolution (vs. 4-inch resolution in 2008), and restriction to State-only viewing of the imagery where municipalities could individually pay for annual access to imagery for their town (2008 imagery had less restrictions). Pictometry is preparing revised price quotations for delivery next quarter.
- 2 To support the future development of a Workorder Management System at DOA-Facilities Management, facilitated a meeting with DOA (Office of Management and Budget, Facilities Management, and Building Office), DOT, and DEM. The plan is for DOA-FM to purchase additional license(s) of VUEWorks from DOT and work within the existing DOT VUEWorks implementation (application interface and database). Discussion focused on how to best create an inventory of all State Properties that DOA-FM maintains. Many agencies have worked on, and continue to work on, various types of State building/property/structure inventories. It was decided to hold a follow-up meeting with all staff involved in creating/maintaining inventories to figure out how to combine them into one list to be maintained by all parties in the future. This effort will continue into next quarter.
- 2 Met with the DOA-OMB (Office of Management and Budget) to discuss how the RIGIS database could be leveraged to assist with Performance Measurement. The goal of the meeting was to introduce each program and start thinking about areas of overlapping needs. The primary action item from the meeting was for DOA-OMB to set up a meeting with DOA-ODE (Office of Digital Excellence) and RIGIS to extend the conversation to include ODE. This meeting is scheduled for next quarter.
- 2 Despite several offerings for assistance from RIGIS (DOA-Planning and URI-EDC), RIEMA supported their own GIS needs during Hurricane Sandy. Assistance was limited to email conversations where questions were answered and ideas were presented.
- 2 Attended a meeting of the Broadband RI mapping team where the primary agenda item was to figure out how to obtain uncollected broadband utilization information from Community Anchor Institutions (CAIs). These include fire, police and EMS stations, libraries, schools and community centers. Coordinated a meeting between the BBRI team and the City of Providence planning agency to obtain a list CAI contacts for Providence. This approach will be used to gather CAI information throughout the rest of RI.
- 2 Met with the primary GIS educator at Rhode Island College (RIC) to discuss how he can better leverage GIS in his curriculum and get plugged into the RIGIS consortium. Also discussed the Esri software grant proposal that RIC and other proponents recently submitted for a statewide K-12 Esri software license.

RIGIS Municipal Support - Task 5015 (medium)

1. Complete the effort to develop a standardized set of GIS map layers, a standard map design, and a series of required Comprehensive Plan maps that solely utilize publicly available RIGIS database map layers. Create additional documentation on how to use these new templates for the requirements document. (G1S5)
 - 1 Developed a clear understanding of the GIS needs of internal staff related to providing a map template for municipalities to use to help them create compliant Comprehensive Plan maps. Relayed this information to internal and external GIS staff involved in the creation of these map templates. Work is underway to create the templates, which we expect to complete in the next quarter. A related effort for next quarter to update the Comprehensive Plan Handbook will involve GIS staff who will help to provide guidance documentation on the creation of required Comprehensive Plan maps.
 - 2 With further discussion on how to best serve the needs of RI communities in the development of maps for their Comprehensive Plans, it was determined that two map templates (basemap and land use map) will be created for each RI municipality that would benefit from them. DOA-Planning staff created a web-based survey of municipal points-of-contact where they were asked whether such assistance would be useful and where they are in the Comprehensive Plan update cycle. At the end of this quarter, the survey results were not complete. In lieu of survey results, an ordered list of towns was created who were in early stages of map production and could use DOA-Planning assistance. The majority of time for this project was spent developing the first portrait and landscape oriented basemap and landuse map templates for two RI towns (Jamestown and Smithfield). These will be used in the next quarter to create many other municipal maps, which will take a fraction of time to produce.
 - 2 Met with the City of Warwick to help them review draft Comprehensive Plan maps submitted by their consultant. Helped the City planning office staff to understand what they had received from their consultant, what they really need and how to work with their consultant to get what they need. In this meeting, also discussed the status of GIS in Warwick with the GIS Manager in their IT department.
2. Provide technical assistance to municipalities in the coordinated development, dissemination, integration and utilization of GIS data. Continue to foster participation in the newly created RI Municipal GIS User Group. (G1S5)
 - 1 Attended a meeting of the RI Municipal GIS User Group, and presented the State's need for the development of a statewide parcel database. Learned that municipalities are almost unanimously open to donating their current digital parcel data to the State, however don't see the advantage of adopting statewide digital parcel standards. We have begun brainstorming on the most appropriate approach to determine the mutual benefits of standards adoption. The current plan involves presenting use cases (current and planned) by municipalities and outside organizations (primarily state agencies, insurance companies, surveyors, engineers, utility companies and graduate students). Planning for a RI Parcel Symposium in Q3.
 - 1 Attended a project kickoff meeting at the Town of Johnston to ensure that their project work plan complies with the Planning Challenge Grant Program requirements.
 - 1 Was invited to attend a first ever citywide GIS discussion at the City of Warwick. A new point person for GIS has been assigned by the Mayor in the City's IT department to oversee GIS operations. This meeting included a presentation by Fuss & O'Neill on how the City is using GIS in their Sewer Operations Division, and by Esri on the current

capabilities of GIS software and what it can be used for. This is good news for RIGIS as Warwick is the largest municipality without an organized GIS operation.

- 2 Attended a pilot review meeting at the Town of Exeter where the consultant presented many examples of questions that arose while preparing their data conversion work processes. Original hardcopy tax maps were converted to GIS datasets for four (4) tax map sheets. Issues included how to deal with historic land parcels as a by-product of merging adjacent land parcels; and whether each of these historic parcels needed to be linked to records in the Town's CAMA assessment system.
- 2 Began discussion with the RI Municipal GIS User Group co-chairs to schedule and locate a "Parcel Symposium" event to take the place of the February 2013 RIGIS User Group meeting. It was decided to hold the symposium at the Cranston City Hall in late February to coincide with local school vacation week so that parking would be available. The goal of the symposium is to inform municipal GIS staff of the various internal and external uses of land parcel geospatial databases, and to present various funding options that could potentially assist with maintenance of a new or existing parcel dataset. This will help support the State's goal of developing a statewide land parcel dataset to primarily support planning efforts by various departments.
- 2 Met with the Town of North Providence to help them decide how to best spend a small amount of grant monies on the Town's GIS. Advised them to first think about how to staff GIS in Town, and pointed them to a local consultant who has been performing ongoing GIS assistance for other Town agencies.

RIGIS Data Development - Task 5020 (high)

1. Procure a contractor to produce a new statewide seamless digital land cover/land use data set and associated impervious surfaces dataset based on RIDEM managed 2011 digital orthophotography and RIDOA-managed Spring 2011 LiDAR datasets as primary source documents. The deliverable datasets, which will serve to update the 2003-2004 Land Use Land Cover RIGIS layer and associated Impervious Surfaces data layer will be suitable for immediate use and entry into the RIGIS database, and used in developing a Regional Plan for Sustainable Development (RPSD). Statewide Planning will work with Purchasing to develop an RFP and select a vendor to perform the work associated with the final deliverables mentioned above and also production of a summary document outlining the methods and procedures used in developing the datasets.
 - 1 RIDEM created a draft technical scope of work for the creation of a statewide updated land cover/land use dataset by combining the requirements of the RIDEM to support Habitat Mapping and RIDOA to support statewide planning. Basically, this boils down to RIDEM providing financial support for coding the natural environment, and RIDOA providing financial support for coding the built-up environment. Because RIDEM is utilizing the USGS GPSC contracting mechanism, the USGS has reviewed the scope of work and has provided questions for resolution. RIDEM is coordinating answers for these questions. RIDOA has a draft Joint Funding Agreement between RIDEM and RIDOA that is ready for signatures pending the completion of a final scope of work next quarter.
 - 1 In the next quarter, following the completion of a signed contract between USGS and RIDEM, an RFP will be released by USGS for their pre-approved vendors to submit a proposal. The USGS will select a vendor and the project will proceed. It is currently expected that the project will complete no later than the end of CY2013.

- 2 Due to an unanticipated number of follow-up questions from USGS, a contract was not signed this quarter. We anticipate obtaining a signed contract early next quarter. In the meantime, a draft Memorandum of Understanding (MOU) between DOA-Planning and DEM was created and agreed upon pending attachment of a signed final agreement between USGS and DEM.
2. Continue efforts to determine how to best create a seamless statewide municipal database to include parcel, land use and zoning data layers at a minimum. This includes the creation of a repository for municipal boundary survey monument locations to be used to improve the accuracy of the RIGIS municipal boundary dataset, an effort to standardize and require land use codes from municipal assessors, and an investigation into the feasibility of a set-aside for GIS dataset creation/update in the next Division of Planning Challenge Grant round to support land parcel, future land use, and zoning mapping. (G2S3)
 - 1 Attended a General Membership Meeting of the RI Society of Professional Land Surveyors (RISPLS GMM) where the topic of discussion was municipal boundaries. Learned that it may be unfeasible to approach a statewide municipal boundary mapping project, since in order to do it right, we would have to locate all boundary monumentation using surveyed information. Monuments would not only include state, municipal and transportation corridor monuments, but also all new monuments placed by surveyors while mapping land parcels on municipal boundaries. The task of locating, cataloging and digitizing all of this information found in municipal Clerk offices would involve an enormous coordination effort if not undertaken as a single statewide project by an outside contractor. It was decided to table this effort until an appropriate funding source and lead State agency was identified.
 - 2 Arranged and facilitated a panel discussion entitled “The State of Parcel Mapping” at the Northeast regional Esri User Group (NEARC) 2012 conference in Rockland, Maine. Representatives from each New England state and interested audience members participated in a facilitated meeting format to identify, prioritize and discuss issues related to statewide parcel mapping. The goal of the panel discussion was to obtain anecdotal information that could later be further investigated to create a best-practices document for use by all participants. See task 5050.2 bullet 5 for more information on this data development effort.
 - 2 Met with a representative of the DOA-Division of Municipal Finance (DMF) to brainstorm on how to facilitate an updated land use code discussion between DOA-DMF, the RI Association of Assessing Officers (RIAAO), and DOA-Planning. An approach was determined and the first action item (to contact RIAAO to determine their availability) was taken by DOA-DMF. This meeting will happen next quarter.
3. Initiate production of a composite municipal future land use map. This effort will involve deciding upon a standard land use classification scheme and applying it to each municipality to create a statewide GIS map layer (see task 1025.2). On a related note, determine how to best approach a new statewide land cover mapping project to support an update to the underlying Land Use 2025 datasets. This analysis was last performed against 2003/2004 aerial imagery. (G2S3)
 - 1 No activity this quarter. No planned activity due to lack of staff availability. See tasks 5020.1 for more information on the status of updated statewide land cover mapping.
 - 2 No change.

4. Incorporate new datasets into the RIGIS database as they become available. Potential additions for this year include eight individual datasets representing wire line and wireless service availability in Rhode Island; updated point datasets for libraries, schools, fire stations, police stations, city & town halls; and possibly community health centers as well. (G2S2)
 - 1 New orthophotography of Narragansett Bay and RI coastal waters to support eelgrass mapping was collected in July 2012 and added to the RIGIS database.
 - 1 A new fishing and boating access dataset from RIDEM was added to the RIGIS database. This new dataset represents the location of publicly accessible boating and fishing access points across RI that are either owned or maintained by the RIDEM. This includes an attribute field that denotes whether or not the location represents shore fishing access, small craft launch area, or a boat ramp.
 - 1 Wireline broadband availability data compiled by Broadband Rhode Island (BBRI) in partnership with facilities-based broadband providers that service Rhode Island will be added to the RIGIS database next quarter.
 - 2 Wireline broadband availability data compiled by Broadband Rhode Island in partnership with facilities-based broadband providers that service Rhode Island was categorized under Utilities and Communication was added to the RIGIS website.
 - 2 June 2012 orthophotography contributed by the Rhode Island Eelgrass Mapping Task Force was made available on the RIGIS website under the Imagery and Base Maps section and through ArcGIS Online.
5. Update existing and create new RIGIS data layer standards to follow Federal standards. Create a list of adopted and draft Federal GIS data layer standards. Conduct a study assessing the conformance of currently available municipal data with updated RIGIS standards. (G3S1)
 - 1 Efforts to adopt new FGDC addressing data standards are discussed earlier in this document (see task 5010.2). The RIGIS Executive Committee's Standards Working Group is currently working on updating dated (circa 2003) RIGIS parcel standards using regional state's efforts and needs from RIGIS members as source input. At the current time, an outline of the new standards is complete and a target date of the end of next quarter has been set for a new draft standards document. This updating work is mainly a volunteer effort by the RIGIS community facilitated by RIDOA.
 - 2 Due to vacation schedules of volunteers, and a lack of RIGIS Standards Working Group focus, no progress has been made this quarter on updated RIGIS Parcel Standards. It is our goal to refocus and apply ourselves to complete this draft document next quarter for review and approval by the RIGIS Executive Committee.

RIGIS Data Delivery - Task 5025 (*high*)

1. Continue to support the maintenance and enhancement of the RIGIS database in cooperation with the University of Rhode Island Environmental Data Center (EDC) and ensure the availability of data within the public sector and to the citizenry of Rhode Island as mandated by RIGLs 42-11-10 and 16-32-30. Renew annual funding agreement with EDC for the same. (G2S1)
 - 1 The Historical Cemeteries and Municipal Sewered Areas RIGIS datasets were updated this quarter. Planned updates for all RI E9-1-1 datasets (driveways, road centerlines, site address points and fire hydrants as visible in orthophotography) are planned for next quarter. See task 5020.4 for a list of new datasets made available.

- 2 Developed a new detailed work plan, and came to an agreement for URI-EDC to support RIGIS for calendar year 2013. A fully executed contract will be obtained next quarter.
2. Continue to improve the capabilities of the RIGIS website by: implementing a modern data delivery system for tiled data; creating new subsections of the website for each RIGIS Executive Committee working group; and implementing a municipal parcel data collection and distribution mechanism. (G4S2)
 - 1 The RIGIS Executive Committee Data Distribution Working Group put together a draft list of enhancements for review by other RIGIS EC working group chairs. This vision document describes new features that the working group would like to eventually see implemented for the RIGIS data distribution website. This list will be finalized next quarter. Note that the RIGIS work program for URI includes an item to update the RIGIS website.
 - 2 The RIGIS website vision document was reviewed by all RIGIS working groups. The RIGIS Data Distribution Working Group will determine how to execute its goals (RIGIS website redesign, revised RIGIS data distribution agreement) next quarter. First steps will include researching other State's GIS clearinghouse websites and noting attractive aspects of each, and running a draft data distribution agreement past RIDOA legal counsel respectively.
3. Continue the overall effort in cooperation with the URI EDC to publicize the availability of GIS assistance and guidance to State agencies, US and State legislators, municipal government, non-profit agencies and educational institutions through liaison efforts and outreach programs to stimulate the use and implementation of GIS. (G5S5)
 - 1 Continued to announce local and regional GIS related events, seminars and meetings by several social media methods. These include the RIGIS website, RIGIS-L listserv, RIGIS Google event calendar, RIGISnews blog, @RIGIS twitter account, and the RIGIS Coordinator's (Shane White) LinkedIn page.
 - 2 Continued the same. Sent 19 emails to the RIGIS-L listserv including notification of many RIGIS Event Calendar additions for 2013. Posted 5 blog entries and 35 tweets.

RIGIS Data Analysis and Mapping - Task 5030 (high)

1. Use derived products from the newly acquired statewide New England LiDAR-based elevation data set to support transportation, environmental and emergency management planning efforts related to sea level rise, hurricanes, coastal storms, flooding and storm damage (see task 1030). Continue to assist staff with GIS analysis such as that involved with the impact of sea level rise on transportation infrastructure using LiDAR data products. Incorporate analysis data products in the RIGIS database where appropriate. (G2S3)
 - 1 A project proposed by the URI-EDC to RIDOT to generate other map products (contours, elevation models, hillshade models, etc.) is pending funding approval by the US DOT. It is expected to receive US DOT approval next quarter.
 - 2 Proposal deliberation continues. US DOT approval will be received next quarter.

RIGIS User Group Participation and Professional Development - Task 5035 (low)

1. Renew memberships, participate on boards and committees, and attend regular conferences of the National States Geographic Information Council (NSGIC), New England chapters of the Urban and Regional Information Systems Association (NEURISA) and Geospatial Information & Technology

Association (GITA-NE), and the NorthEast ARC (NEARC) Esri GIS software user group as a means of expanding professional networks and opportunities to collaborate. (G1S4)

- 1 Actively participated as Secretary at the NSGIC 2012 Annual Conference. After accepting a nomination to the Board of Directors by the Incoming NSGIC President, Shane White gave his stump speech at the conference and was later elected to the Board of Directors at the conference. This presents an enormous opportunity for RI and RIGIS. Board Membership will give the State of Rhode Island direct access into the weekly operations of the only national organization devoted to the geospatial needs of State governments. NSGIC provides a collective voice for state GIS coordinators on all Federal government geospatial initiatives. Major Federal participants in NSGIC include the US Census, the USGS, the USDOT, and the FCC.
 - 1 Attended an annual in-person meeting of the NEURISA Board of Directors. Completed final planning of NEURISA Day 2012 event being held next quarter. RI responsibilities included finalizing arrangements from a speaker from Trimble to talk about their Unmanned Aerial System (UAS) called GateWing, and the annual conference's Exhibitor Speed Networking event where each exhibitor gets to meet face-to-face with each attendee to present their offerings. Since a RI representative was leaving the Board, a new RI nominee was presented for consideration.
 - 2 Attended 3 monthly NSGIC Board conference calls. Attended 6 weekly NSGIC Leadership Briefing conference calls. Attended 3 monthly NEURISA Board conference calls. Attended 1 quarterly RIGIS Outreach Working Group meeting. Attended 2 Esri software seminars.
2. Attend geospatial conferences, seminars and meetings to better understand how RIGIS can help its members incorporate new developments in technology. (G5S4)
- 1 Met separately with the GIS Coordinators in CT and MA. Discussed many shared responsibilities and initiatives. Decided to work together on statewide addressing and parcel mapping approaches in our states. Discussed how CT can play a greater role in NSGIC and how RI can take advantage of many State geospatial advancements made in MA.
 - 1 Attended a RISPLS general membership meeting on Building Construction in Coastal A Zones. Learned that the shoreline is a moving entity and requires constant site surveying to ensure compliance with State building codes. Gave an update on the current status of RIGIS LiDAR elevation mapping.
 - 2 Participated in the annual NEURISA Day 2013 Conference by moderating the Exhibitor Speed Networking event. This involved orchestrating 10 vendors between 15 attendee tables (4 minutes at each table) over the period of one hour.
 - 2 Attended the annual GITA-NE 2012 Fall Conference (Broadband Mapping Theme this year) representing the Broadband RI (BBRI) mapping team.
 - 2 Participated in the NEARC 2012 Annual Conference by presenting RI's GIS progress at the "State of the State" session, and facilitated a discussion with all New England states regarding statewide parcel mapping (see task 5020.2, bullet 2).
 - 2 Attended the annual Brown University GIS Fall Open House where students presented the results of their semester's work. Roughly half of the posters presented contained RIGIS

database content, and the students were happy to see the RIGIS Coordinator and talk about how to further their research through new networking contacts.

- 2 Attended a NEURISA LiDAR online technical workshop with 4 other RIDOA staff. Learned how to quickly view and analyze complex LiDAR data using free tools and new capabilities in Esri software.
- 2 Met with the GIS Coordinator in MA, and discussed his participation in a national effort to standardize addresses in E 9-1-1 agencies. Brought him up-to-speed on the many GIS initiatives in RI. Did not meet with the CT GIS coordinator this quarter because he was not available due to other work commitments. Meetings are planned for next quarter.

Census Data Center Responsibilities - Task 5040 (medium)

1. Continue operations as lead agency of the State Data Center (SDC), the principal point of contact with the U. S. Census Bureau and organizational manager of the network of Coordinating and Affiliate agencies.
 - 1 Ongoing operations took place as lead agency of the RI State Data Center, performing the various duties noted below. Contact was made with affiliate agencies to ensure proper contact information for distribution of census data products and information, and to assist in the production of the Census Bureau required annual report.
 - 2 Ongoing operations took place. Renewed MOAs with the Customer Liaison and Marketing Services Office (CLMSO) of the U.S. Census Bureau and the Federal State Cooperative for Population Estimates (FSCPE) of the U.S. Census Bureau for 2013.
2. Conduct annual survey of Group Quarters populations by facility, and submit completed report to the Federal/State Cooperative for Population Estimates, U.S. Census Bureau.
 - 1 Staff distributed survey of occupied bed counts for 2010 and 2011 and received information back from the colleges, hospitals, and prisons in the state, as well as collected information from nursing facilities and homeless shelters bed counts for inclusion in the annual survey submitted to the Population Estimates Program.
 - 2 No Activity this quarter, was completed in 1st quarter
3. Compile vital statistics data from records on file with the Department of Health and submit a detailed report of births and deaths by race and ethnicity, by county, to the Population Estimates Division of the U.S. Census Bureau.
 - 1 Collected birth and death data from the RI Department of Health by county and uploaded the data in spreadsheet form to the Population Estimates Division of the Census Bureau for use in creating the Population Estimates annual intercensal population estimates.
 - 2 No Activity this quarter, was completed in 1st quarter.
4. Assist the Geography Division of the U.S. Census Bureau in the annual proceedings for completion of the Boundary and Annexation Survey (BAS). The BAS is used to update information about the legal boundaries of all governmental units within the state. The Census Bureau uses the BAS information to tabulate data for decennial censuses and intercensal surveys.
 - 1 No Activity this quarter
 - 2 No Activity this quarter

5. Complete annual report documenting census related activities conducted by member agencies of the Rhode Island State Data Center. Submit completed report to the Customer Liaison Office of the U.S. Census Bureau.
 - 1 This report is done in the 4th quarter.
 - 2 This report is done in the 4th quarter

Census Data Analysis - Task 5045 (high)

1. Monitor and report on the Sustainable Communities Initiative baseline performance measures as required by HUD.
 - 1 Performed the initial data collection and analysis needed for the required baseline performance measures, and flagship sustainability indicators and reported them to HUD. Two indicators were granted a waiver by HUD as more instruction was necessary. HUD is developing clearer guidelines to develop those indicators and when those are developed, the proper analysis will be performed.
 - 2 Staff received further guidance on how to calculate these indicators using ArcGIS from HUD for the two indicators that were previously granted a waiver for. Both indicators 3.3 and 5.1 were calculated and submitted to staff to fulfill HUD reporting requirements.
2. Complete 2010 – 2040 population projections which are central to forecasting land use, housing, transportation, water and sewer infrastructure, education and social service needs. The first step in the process will be to develop a methodological approach that produces more accurate results for individual municipalities than those that have been used in the past. Specific methodologies to be examined include the trend extrapolation, housing unit, ratio and cohort models. These models will be retroactively tested and compared to actual 2010 population counts for select number of municipalities. These initial results will be evaluated for their overall reasonableness, the appropriateness of the required assumptions, the availability and quality of required data, and the suitability of results to state and the local needs. Once a methodology has been chosen, staff will then complete the projection for each municipality and synthesize those into a statewide estimate.
 - 1 Made analysis-driven decisions about population projection methodology through the following steps: Generated a short written report that discusses methodologies for trend extrapolation-based population projections. Graphed the results of 10 extrapolation methods for 39 cities and towns, five counties, and the state. Created PowerPoint slides from the report and graphs and presented the findings to supervising staff, who discussed methodology considerations for the final projections. In this conversation and in follow-up analysis, decided on a “top-down” approach, using the cohort-component method for the statewide population projections, a trend-extrapolation based on share of growth by city and town for city/town projections, and qualitative information where appropriate about likely areas of growth and decline in the state.
 - 1 Developed death and birth components and started developing migration components to be included in the statewide cohort component model: (1) developed assumptions for and projections of 5-year survival rates by age and sex for 2010-2040 in five year increments, using Census counts and population estimates, RI Department of Health death data, and U.S Social Security Administration projections of changes in life expectancy; (2) developed standard fertility rates by race for use in projections 2010-2040, using Department of Health data on births and Census counts and estimates, and adopted national birth sex ratios by race for the RI population projections; (3) developed assumptions for and projections of statewide net migration rates using linear regression to analyze past net

migration calculated through the “residual method” (1980-2010) and basic economic assumptions; (4) started developing assumptions for and projections of net migration for 2010-2040 in five-year increments by age and sex by analyzing past net migration trends calculated through the cohort component method. These components will be incorporated in the projection model.

- 2 Completed the cohort-component model for statewide projections, including the completion of assumptions for future age-specific net migration rates. Tested the model and made adjustments accordingly, such as revising the statewide net migration rates for the next decade upward slightly.
 - 2 Generated and ran a model for municipal projections. Assessed the ten extrapolation models for “reasonableness” for all cities and towns, and selected eight extrapolation models to use to generate most municipalities’ projections. Determined four exception municipalities for which extrapolation models were determined on a case-by-case basis. Developed a methodology for averaging the extrapolation models and fitting them to the statewide projections.
 - 2 Drafted report that summarized projection results, including the statewide projections by age group and sex and the municipal projections. The draft report also described methodologies and assumptions in detail, and analyzed a few major points of significance, using population pyramids as a means to illustrate the changing demographics of the state. One report appendix described two alternative net migration scenarios and compared the projections that resulted. The draft report was reviewed and revised internally, and presented to the State Planning Council and Technical Committee, and discussed findings, answered questions, and received input on the projections and report.
 - 2 Developed and implemented a strategy for cities and towns to review the projections. Staff developed a comment sheet and cover letter that invited planners to comment especially on how planned developments or constraints to development in individual cities and towns would affect population projection outcomes. The draft projections report, cover letter, and comment form were circulated by email. The deadline for comments is in the third quarter.
3. Complete “Census Data for Transportation Planning”. This publication will present the most current American Community Survey Data (ACS) estimates identifying travel characteristics of workers in Rhode Island. Specific tables will include, “Employed – by Place of Work”, “Employed – by Place of Residence”, “Commuting to Work by Mode of Transportation”, “Mean Travel Time to Work”, and Vehicle Availability”. It will include analysis of the changes in transportation over time, a summary of what policies should be considered in influencing modal shifts, and include an overview of other successful programs nationwide that have shown changes in transportation mode.
 - 1 No Activity this quarter
 - 2 No Activity this quarter. FHWA has not yet released the Census Transportation Planning Products (CTPP) based on 2006-2010 ACS. According to the CTPP website, this dataset will be available in May 2013.
 4. Continue to publish and distribute regular informational bulletins presenting census data analysis on specific topics (i.e.; School Enrollment, Educational Attainment, Child Poverty Rate, Language Spoken at Home, Grandparent Caregivers, and also Economic Census topics such as Demographic

Profile of the Rhode Island Workforce in Different Industries, Wages in the State, and Overview of Industries in the State by Total Employment etc.,).

- 1 Wrote and published three data-based informational bulletins on Commuting to Work, Geographic Mobility, and Children's Well-Being in Rhode Island. For each report, either conducted original analysis of American Community Survey data (Commuting to Work and Geographic Mobility) or analyzed recently published indicators (Children's Well-Being) in the context of common concerns of local planners, such as housing, economic development, and demographic change in Rhode Island. Each bulletin was posted on the Rhode Island Statewide Planning website and a synopsis for each was included in the monthly newsletter published by Rhode Island Statewide Planning.
- 2 Wrote and published two data-based informational bulletins, *New ACS Data Shows Changes in Households, Labor Force and Employment Data for Rhode Island Planners*. Both reports feature original data analysis from datasets including the American Community Survey and the Quarterly Census of Employment and Wages in the context of common concerns of local planners, such as housing, economic development, and demographic change in Rhode Island and its cities and towns. Each bulletin was posted on the Rhode Island Statewide Planning website and a synopsis for each was included in the monthly newsletter published by Rhode Island Statewide Planning.

Census Data Support - Task 5050 (low)

1. Assist state and local governmental entities, community agencies, business enterprises, educational institutions, and the general public in accessing, understanding and analyzing pertinent Census products. Provide demographic, social, economic, and housing reports, as requested. Maintain a written log of all requests for assistance including documentation of type of assistance requested, reason for request, entity making request and time needed to fulfill the request.
 - 1 Conducted research by request on Census findings and other data issues for state agencies and local government. This included retrieving Census datasets and creating Excel charts for some agencies/governments, and providing guidance on how to obtain and analyze data in other cases. Staff also provided internal guidance to Statewide Planning staff on Census and other data issues that arose while reviewing comprehensive plans. All requests made and services provided were documented in Statewide Planning's new performance management system.
 - 2 Conducted research by request on Census findings and other data issues for state agencies and local government. Again, this included retrieving Census datasets and creating Excel charts for some agencies/governments, and/or providing guidance on how to obtain and analyze data in other cases. Some examples of data requests included Race, Income, Educational Level data request from Workforce Partnership of Greater RI at RIDLT, general census data request for the Richmond Comprehensive Plan, CARELINK requested poverty levels by age at the municipality level, and American Community Survey 1 year estimates on employment and income data request from the Office of Municipal Affairs.
2. Conduct a survey of the state's planning community to gauge planners greatest Census data service needs including demographic analysis and thematic mapping, trainings on census data products and data retrieval tools, topical data reporting, common data requests for grant writing. The results of this survey will help guide the development of Planning Information Center monthly Census informational briefs and Technical Paper topics for FY 13 and beyond.

- 1 Wrote draft questions for this survey, taking into account the anticipated website redevelopment and feedback gathered during previous outreach on technical assistance and capacity building needs in the state's planning community.
- 2 Staff continued to edit and formulate survey questions and will incorporate Census data needs survey into the new Geographic and Demographic Information section of the new Division of Planning website, scheduled for deployment in the 3rd Quarter.

Census Data Distribution - Task 5055 (medium)

1. Act as the statewide agent for the distribution of census materials to SDC agencies and other interested parties. Maintain a publicly accessible library of census materials, including CD-ROMs, DVDs, published reports, maps, etc.
 - 1 The Population and Housing Unit Counts U.S. Census Bureau publication was printed, bound and made available in the Graphics library of census data products. No other materials were sent for distribution this quarter.
 - 2 The 2010 Census Summary File 1 DVD, *Census of Population and Housing* was received from the Census Bureau and distributed to the State Data Center coordinating and affiliate Agencies.
2. Support the Program's challenge grant award to the Providence Plan by working with them to design and implement a website and supporting GIS database for the newly available 2010 US Census data products. Compile a list of GIS data layers that would help planners and analysts perform their required duties, and coordinate their creation.
 - 1 Discussed progress on the Community Profiles project in a presentation and discussion with Providence Plan. Recommended a short list of additional datasets that Providence Plan could consider for its Community Profiles, based on outreach from the Sustainable Communities Capacity Building/Technical Assistance work.
 - 2 Discussions continued with Providence Plan on developing guidance for mapping ACS data, through their website, taking into consideration small sample sizes and associated margin of error issue in using ACS data in spatial analysis, the thought was to start slow with a small handful of variables.
3. Continue to revise and update data products currently available on Statewide Planning's census webpage including tables comparing 2000 and 2010 population and 2000 and 2010 economic, housing, social, and employment data, 2011 American Community Survey (ACS) products, and data tables on jobs and wages. Additionally, tables tracking historical population change since 1800 at the state, county and local level will be updated. Revise webpage layout with launch of new Statewide Planning website to make data more easily accessible.
 - 1 New and existing census webpage content and draft layout was developed this quarter to be deployed when development template is provided to the division.
 - 2 With release of new 1-year, 3-year, and 5-year ACS data, statewide tables on housing characteristics, economic characteristics, and social characteristics were updated and published on the website in Excel files and in PDF. An announcement about the availability of ACS data and the updated tables was placed in the monthly newsletter.

Website development and maintenance - Task 5060 (high)

1. Deploy and maintain a redesigned Division of Planning website that comports to the standards and design of the State of Rhode Island. Populate new website content based on the principal that the

site should be the Program's primary vehicle for distributing up to date "planning information" and provide easily accessible and up-to-date information for our customers. Explore opportunities for providing on-line completion and submission of agency forms. Improve the availability of local documents on the Division of Planning website including comprehensive plans, zoning ordinances and development regulations.

- 1 Generated full first draft of website content for the new website based on content supplied by Supervising Planners from all units within the Division.
 - 2 Received new development website from RI.gov, and began populating the new website. Staff is also learning the ins and outs of the new format and the style sheets using the latest web software, Dreamweaver. Deployment of the new site is anticipated in the 3rd quarter.
2. Initiate communications with Program Supervisors on a quarterly basis to identify and execute web site maintenance and update needs that otherwise have not been previously identified.
 - 1 On-going communications with supervisors and planners regarding changes and needs of each section. Development template under development by the RI.Gov vendor during this quarter.
 - 2 Through on-going communication with department supervisors, staff is continuing to edit and quality control individual department's content for accuracy and ensuring provided web links to documents, graphics, or other web sites are "live" and not broken. Staff is also developing a schedule with supervisors to ensure content remains current moving forward.

Statewide Planning Program monthly E Newsletter – Task 5065 (high)

1. Continue the production and distribution of the Division of Planning 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 topics.
 - 1 Distributed the Statewide Planning E-newsletter in July, August and September. This newsletter highlighted the on-going activities and projects of the Statewide Planning Program as well as news, educational opportunities and grant availability from other state and federal sources.
 - 2 Planning Information staff assumed responsibilities of the newsletter in November. Distributed the E-newsletter to 435 to individuals in state, local and federal government agencies, highlighting on-going activities, workshop opportunities, articles of interest to government agencies, and updates of progress within those agencies.

Aerial Photography Access and Archiving – Task 5070 (low)

1. 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.
 - 1 Attorneys, government officials and the general public viewed 35 aerials during this quarter with requests for 25 copies to be sent out and printed by state approved vendor. Certification of five copies/duplicates were requested and certified by Statewide Planning for use in court. Additionally, staff received 5 requests by phone for general information and procedures regarding viewing and duplicating aerial photographs. All requests made and services provided were documented in Statewide Planning's new performance management system.

- 2 The general public, government agencies, and attorneys viewed 25 aerials with 10 copies produced via our state approved vender. Received multiple telephone calls inquiring about procedure to view and duplicate the state's archives of aerial photography. All requests made and services provided were documented in Statewide Planning's new performance management system.
2. Complete preservation strategies and efforts to properly archive and safeguard deteriorating original historic aerial photographs and other reference materials dating back to 1938.
 - 1 Ongoing preservation of aerial photos and other materials. Awaiting receipt of proper materials such as archival envelopes from the Secretary of State's Archival Division.
 - 2 Ongoing preservation of aerial photos, maps, and other materials. Staff has not yet received archival envelopes from the Secretary of State Archival Division to ensure proper storage practice.

Publication Archives – Task 5075 (low)

1. Maintain the Program's electronic and paper copy archives of publications including responsibility for the upkeep of the Program's library.
 - 1 This task is ongoing quarterly. Staff received and archived electronically Water 2030, Transportation Improvement Program 2013-2016, Transportation Improvement Program 2009-1012 Amendment Number 13.
 - 2 This task is ongoing quarterly. Staff received and archived electronically Transportation 2035.

Graphic Design Support – Task 5080 (medium)

1. Assist staff in the design, layout, formatting, printing and distribution of publications and other graphical products.
 - 1 Printed mass copies of brochures for the Land Use section of SPP, including the general information brochure for Rhode Island Water 2030, and Issue Brief brochure for cities and towns on Water 2030.
 - 2 Staff assisted in the plotting and mounting of large maps for Statewide Planning staff and posters for the Rhode Island Council on the Arts Atrium Art Gallery and Lieutenant Governor's Office. Additionally, staff printed color copies of various planning related maps, images, brochures for staff, and other agencies using the laser printer.
2. Compile and manage Program wide hard copy and electronic image catalogs representing scenes and sites of the State of Rhode Island for use in presentations, reports and other publications. Ensure that the catalogs are easily accessible for staff use.
 - 1 This task is ongoing quarterly.
 - 2 This task is ongoing quarterly.

Support to Other Agencies

Housing Program Support - Task 6010) (medium)

1. Work with GrowSmart RI, Rhode Island Housing, the Housing Resources Commission and other partners in providing technical assistance to communities in support of implementation of local affordable housing plans through inclusionary zoning techniques and related land management practices, design, and financing.

- 1 Worked with local governments to ensure that planning for meeting local affordable housing goals is included in comprehensive plans.
- 2 Worked with local governments to ensure that planning for meeting local affordable housing goals is included in comprehensive plans.

Community Development Program Support - Task 6020 (medium)

1. Assist in the operation of the Community Development Block Grant (CDBG) Program including program reporting mechanisms, review and analysis of annual CDBG applications, and administrative support including budgeting, mailings and copying.
 - 1 Statewide Planning Program staff served on the 2012 CDBG award Committee. Through this activity staff reviewed over 275 municipal funding requests to ensure that proposed projects were consistent with the State's long range land use, transportation, housing, economic and environmental development plans. In the end 159 projects from 29 municipalities were awarded \$4.3 million in Department of Housing and Urban Development CDBG funds. No funds were awarded to projects that were not consistent with the plans noted above and therefore the activity was found to be a sound investment of resources that matched the philosophies of the Federal Governments Sustainable Communities Initiative.
 - 2 Statewide Planning Program staff anticipates serving on the 2013 CDBG award Committee. The call for proposals is currently out to eligible entities.

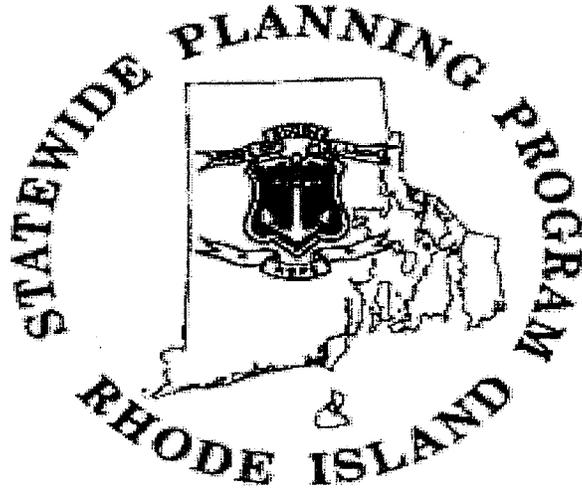
Management and Administration - Task 7010 (High)

1. Direct agency activities. Carry out administrative functions, including financial administration, personnel management, time tracking reporting, scheduling and public relations. Maintain and execute Memorandums of Understanding with external agencies for all cooperative development or updating of State Guide Plan elements.
 - 1 Administrative activities of the agency have been carried out as required.
 - 2 Administrative activities of the agency have been carried out as required.
2. Continue hiring activities to achieve the staffing levels authorized under approved budgets. Post vacant positions, select candidates, and interview, assess and hire in coordination with the Department of Administration's Office of Human Resources and Personnel.
 - 1 Received approval to post Principal Transportation Research Technician position and posted that position. Posting period will close in the second quarter.
 - 2 Posting period for the position has closed and resumes are under review. Interviews with the selected candidates will be scheduled during the 3rd quarter.
3. Staff the State Planning Council/MPO, Technical Committee, Transportation Advisory Committee and all pertinent subcommittees. Arrange meetings; prepare agendas, minutes, and meeting materials; and perform other administrative functions.
 - 1 The State Planning Council met twice during this quarter. At those meetings, they adopted the FY13-16 Transportation Improvement Program, approved the CEDS annual reports and certified a project as eligible for CEDS funding. The Technical Committee met twice during this quarter. At those meetings, they approved a Highway Functional Classification System Amendment and recommended approval to the State Planning Council of the FY13-16 TIP

- and a CEDS project for certification. The Transportation Advisory Committee met twice during this quarter. At those meetings, they received an overview of the new federal transportation legislation, MAP-21 and considered and recommended the scope of the update of the Long Range Transportation Plan.
- 2 The State Planning Council met three times during this quarter. At those meetings, they adopted the State's Long Range Transportation Plan, *Transportation 2035* and were updated on the Energy Plan, the Sustainable Communities effort, Health Planning Initiatives in Rhode Island and the Division's population projections. The Technical Committee met twice during this quarter. At those meetings, they recommended approval to *Transportation 2035* and were updated on the Energy Plan, the Sustainable Communities effort, and the Division's population projections. The Transportation Advisory Committee met once during this quarter. At that meeting, they conducted the required public hearing for *Transportation 2035* and recommended its adoption to the State Planning Council.
4. Complete quarterly reporting requirements of the Federal Highway and Transit Administrations. Separate reports to be submitted in October of 2012 covering the period from July 2012 through September 2012; January of 2013 for the period of October through December; and May of 2013 for the period March through April. Quarterly reporting for the period of April 2013 through June 2013 shall be accomplished through submittal of the 2014 Unified Transportation Work Program.
 - 1 Reporting for the first quarter is now complete.
 - 2 Reporting for the second quarter is now complete.
 5. In cooperation with the Rhode Island Secretary of State's Office, complete a public records retention schedule which meets the requirements of RIGL 38-3, Public Records Administration. Committee postings.
 - 1 The records retention schedule for the Division of Planning has been submitted to the Secretary of State's Office for review and approval. All schedules have been approved with the exception of RIGIS and the Office of Housing and Community Development which are still under review.
 - 2 The records retention schedule for the Division of Planning, including RIGIS, has been submitted to the Secretary of State's Office for review and approval. The Office of Housing and Community Development is still under review.
 6. Manage Committee postings within the Department of Administration building at One Capitol Hill and on the Secretary of State website in accordance with the Open Meetings and Access to Public Records laws.
 - 1 Committee posting within the Department of Administration building and on the Secretary of State website has been completed in accordance with the Open Meetings and Access to Public Records laws.
 - 2 Committee posting within the Department of Administration building and on the Secretary of State website has been completed in accordance with the Open Meetings and Access to Public Records laws.

III. FINANCIAL REPORTING

The Statewide Planning Program's detailed financial reports for the second quarter can be found below.



**Statewide
Planning
Program**

**Monthly Cost
Accounting**

As of December FY 2013

**Statewide Planning
Expense Distribution - Breakout
Fiscal Year 2013
As of December 31, 2012**

Account #	Total	1165101 SPP	1166102 FTA	1166122 Sus. Comm.	1170101 FHWA	1180101 RI AIR	FHWA SRTS	EFSB	OHCD	FHWA CBO
611000 Regular Wages	677,429.52	214,413.74	119,460.03	87,967.55	652,213.54		38,810.76	2,227.03	7,747.07	
616200 Family Medical Insurance Coverage	1,321.02	257.30	143.35	79.17	782.66		46.57	2.67	9.30	10,570.00
619000 Family Medical Waiver Bonus	-	-	-	-	-		-	-	-	
620100 Payroll Accruals	158,544.97	30,275.22	16,867.76	12,421.02	92,092.55		5,480.08	314.46	1,093.89	
620700 Employees Retirement- State Contribution	898.27	171.53	95.57	70.37	521.77		31.05	1.78	6.20	
621110 Social Security (FICA)	53,896.31	10,291.86	5,734.08	4,222.44	31,306.25		1,862.92	106.90	371.86	
624110 Medical Insurance	98,023.91	18,718.32	10,428.86	7,679.57	56,938.24		3,388.18	194.42	676.32	
624120 Dental Care	6,512.47	1,243.60	692.87	510.21	3,782.84		225.10	12.92	44.93	
624130 Vision Care	1,010.56	192.97	107.51	79.17	586.99		34.93	2.00	6.97	
624210 Retirees Medical Insurance	-	-	-	-	-		-	-	-	
625200 Worker's Compensation Payment	-	-	-	-	-		-	-	-	
626100 Assessed Fringe	28,407.84	5,424.67	3,022.34	2,225.58	16,501.00		981.91	56.34	196.00	
626300 Retiree Health Insurance	42,443.34	8,104.84	4,515.59	3,325.17	24,653.67		1,467.05	84.18	292.84	
Total Personnel	1,068,488.20	204,437.24	119,460.03	87,967.55	597,254.47	-	38,822.40	2,227.11	7,749.39	10,570.00
632160 Info Support	-	-	-	-	-		-	-	-	
633001 Training / Education	-	-	-	-	-		-	-	-	
633200 Seminars/Conferences	-	-	-	-	-		-	-	-	
634001 Design/Surveying	-	-	-	-	-		-	-	-	
634200 Architectural Services	-	-	-	-	-		-	-	-	
634300 Surveyor Services	-	-	-	-	-		-	-	-	
634500 Other design,Engineering	-	-	-	-	-		-	-	-	
641001	-	-	-	-	-		-	-	-	
641300 Maintenance Repairs: Software	1,900.00	570.00	-	-	1,330.00		-	-	-	
641400 Maintenance Repairs: Office Equipment	-	-	-	-	-		-	-	-	
641600 Maintenance Repairs: Other Equipment	-	-	-	-	-		-	-	-	
643030 Food	475.00	-	-	475.00	-		-	-	-	
643110 Office Supplies: (Less than 5,000)	2,899.31	-	-	-	2,899.31		-	-	-	
643120 Computer Supplies	1,295.36	259.07	-	-	1,036.29		-	-	-	
643150 Program Supplies (Less than 5,000)	-	-	-	-	-		-	-	-	
643200 Dues/Fees	175.00	52.50	-	-	122.50		-	-	-	
643300 Subscriptions	-	-	-	-	-		-	-	-	
643401 Postal,Delivery Services	1,868.22	1,868.22	-	-	-		-	-	-	
643410 Postage and Postal Services	-	-	-	-	-		-	-	-	
643420 Express Delivery	-	-	-	-	-		-	-	-	
643430 Freight	-	-	-	-	-		-	-	-	
643440 Central mailing	-	-	-	-	-		-	-	-	
643520 Advertising	-	-	-	-	-		-	-	-	
643611 Print Advertising	1,953.00	390.60	-	-	1,562.40		-	-	-	
643620 Printing- Outside Vendors	5.32	5.32	-	-	-		-	-	-	
643700 Miscellaneous Expenses	180.00	180.00	-	-	-		-	-	-	
643710 Staff Training	199.00	59.70	-	-	139.30		-	-	-	
643799 Statewide Cost Savings	-	-	-	-	-		-	-	-	
643801 Insurance	-	-	-	-	-		-	-	-	
643810 Insurance: Property,Liability	168.74	168.74	-	-	-		-	-	-	
643830 Insurance: Cost Reimbursement	-	-	-	-	-		-	-	-	
645200 Rental/Lease-Equipment	4,089.76	-	-	-	4,089.76		-	-	-	
646200 Mileage Allowance- Personal Cars	445.67	50.28	-	-	395.39		-	-	-	
646301 Out of State Travel	(141.80)	-	-	-	(141.80)		-	-	-	
646310 Out of State Transportation	4,387.00	318.40	-	4,068.60	-		-	-	-	
646320 Out of State Lodging	-	-	-	-	-		-	-	-	
646330 Out of State Registration	2,004.96	642.00	-	-	1,362.96		-	-	-	
646340 Out of State Other	263.62	58.78	-	-	204.84		-	-	-	
646400 Other Travel Costs	-	-	-	-	-		-	-	-	
648110 Central Telephone	-	-	-	-	-		-	-	-	
648200 Telephone Charges	606.75	606.75	-	-	-		-	-	-	
648112 ISF Overhead	5,673.74	5,673.74	-	-	-		-	-	-	
649120 Fees- Single Audit	18.71	-	-	18.71	-		-	-	-	
654120 Other Grants	208,591.13	-	-	-	208,591.13		-	-	-	
660095 Expense Under Capitalization	-	-	-	-	-		-	-	-	
661605 Furniture/Equipment	-	-	-	-	-		-	-	-	
661701 Computer Equipment	5,138.74	728.15	-	-	4,410.59		-	-	-	
662150 Capital Lease	-	-	-	-	-		-	-	-	
699200 Authorized Red Balances	-	-	-	-	-		-	-	-	
Total Non Personnel	242,197.23	11,632.25	-	4,562.31	226,002.67	-	-	-	-	-
Grand Total	1,310,685.43	216,069.49	119,460.03	92,529.86	823,257.14	-	38,822.40	2,227.11	7,749.39	10,570.00

Statewide Planning
 Dept. of Administration
 Expenditures by Funding Source
 December FY 2013

Account Number	Account Name	FY 2013 Budget	YTD Budget	YTD Expense	Variance
1165101	Systems Planning	749,098	374,549.00	226,639	147,910
1165101	EFSB	31,594	15,797.00	2,227	13,570
1165103	OHCD	71,829	35,914.50	7,750	28,165
1166102	FTA	297,373	148,686.50	119,460	29,227
1166122	Sus. Communities	246,607	123,303.50	92,530	30,774
1170101	FHWA	1,658,439	829,219.50	614,666	214,554
1170101	FHWA- SRTS	123,096	61,548.00	38,822	22,726
1180101	RI AIR Quality	10,000	5,000.00	-	5,000
	Sub Total	3,188,036	1,594,018	1,102,094	491,924
Contractual and Pass Thru Grants					
1166102	FTA	237,000	118,500.00	-	118,500
1166122	Sus. Communities	1,000,000	500,000.00	-	500,000
1170101	FHWA	1,628,000	814,000.00	208,591	605,409
1170101	FHWA- SRTS	2,191,000	1,095,500.00	-	1,095,500
	Sub Total	5,056,000	2,528,000	208,591	2,319,409
	Grand Total	8,244,036	4,122,018	1,310,685	2,811,333

Statewide Planning
 Department of Administration
 Monthly Cost Accounting
 December 2012

Task Number	Task Title	% of Budget		
		FY 2013 Budget	Total Expended	(December 50%)
1005	SURFACE TRANSPORTATION PLAN	47,491	29,984	63.14%
1010	STATE RAIL PLAN	74,386	39,146	52.63%
1015	TRANSPORTATION IMPROVEMENT PROGRAM (TIP)	17,660	8,081	45.76%
1020	TRAVEL DEMAND MODELING	40,575	1,711	4.22%
1025	AIR QUALITY CONFORMITY ANALYSIS	32,436	2,761	8.51%
1030	TRANSPORTATION BASED CLIMATE CHANGE ACTIVITIES	34,859	8,023	23.02%
1035	CONGESTION MANAGEMENT TASK FORCE	23,647	7,673	32.45%
1040	ACCESS MANAGEMENT	33,628	14,586	43.37%
1045	STATE EMPLOYEE COMMUTER TASK FORCE	15,107	183	1.21%
1050	TRANSIT PLANNING	12,326	4,420	35.86%
1055	AIRPORT PLANNING	4,760	3,166	66.50%
1060	CORRIDOR PLANNING	12,326	0	0.00%
1065	TITLE VI / ENVIRONMENTAL JUSTICE	69,019	12,854	18.62%
1070	SRTS - GENERAL OVERSIGHT	41,386	18,734	45.27%
1075	SRTS - GRANT MANAGEMENT	36,518	8,644	23.67%
1080	SRTS - PUBLIC OUTREACH	14,609	4,700	32.17%
1085	TRANSIT ORIENTED DEVELOPMENT PLANNING	36,791	365	0.99%
1090	CONTINUING TRANSPORTATION PLANNING PROCESS	14,856	19,094	128.52%
2010	TRANSFER OF DEVELOPMENT RIGHTS	99,676	1,218	1.22%
2020	VILLAGE AND GROWTH CENTERS	35,742	12,452	34.84%
2025	STATE LAND USE PLAN	13,195	7,265	55.06%
2030	WATER SUPPLY PLANNING	21,960	13,173	59.99%
2040	WATERSHED PLANNING	13,331	7,722	57.93%
2050	ENERGY PLANNING	80,440	26,913	33.46%
2060	RECREATION, CONSERVATION & OPEN SPACE PLANNING	5,278	968	18.34%
2070	SOLID WASTE MANAGEMENT PLANNING	71,872	5,582	7.77%
2080	SUSTAINABLE COMMUNITIES INITIATIVES	156,166	60,547	38.77%
2090	OTHER LAND USE PLANNING ACTIVITIES	20,945	26,630	127.14%
3010	GRANT MANAGEMENT	20,497	16,710	81.53%
3015	CONSORTIUM MANAGEMENT	20,497	15,675	76.48%
3020	STATE HOUSING PLAN	20,497	11,822	57.68%
3025	STATE ECONOMIC DEVELOPMENT PLAN	20,497	11,292	55.09%
3030	RPSD IMPLEMENTATION PROGRAM	16,398	1,918	11.69%
3035	GROWTH CENTERS	12,793	2,161	16.89%
3040	CAPACITY BUILDING AND TECHNICAL ASSISTANCE	8,941	2,922	32.68%
3045	SOCIAL EQUITY ADVISORY	28,201	15,949	56.56%
3050	PUBLIC PARTICIPATION, OUTREACH, COMMUNICATIONS	20,497	12,723	62.07%
3055	PERFORMANCE MEASURES	8,694	8,157	93.83%
4005	COMP PLANNING PROGRAM ADMINISTRATION	143,084	87,119	60.89%
4010	COMP PLAN HANDBOOK, RULES, REGS	47,554	19,419	40.84%
4015	STATE GUIDE PLAN MAINTENANCE	21,752	274	1.26%
4020	LOCAL PLANNING ASSISTANCE	88,601	27,479	31.01%
4025	LEGISLATIVE/CASE LAW ASSISTANCE	40,191	10,446	25.99%
4030	ENERGY FACILITY SITTING BOARD	26,790	4,371	16.32%
4035	STATE PROPERTY REVIEW	5,746	1,735	30.19%
4040	INTERGOVERNMENTAL REVIEW	31,860	8,870	27.84%
4045	PROJECT PROPOSAL	18,714	6,307	33.70%
4050	PLANNING CHALLENGE GRANT PROGRAM	7,877	5,990	76.05%
5005	RIGIS EXECUTIVE COMMITTEE SUPORT	30,142	4,821	16.00%
5010	RIGIS STATE AGENCY SUPPORT	66,100	14,476	21.90%
5015	RIGIS MUNICIPAL SUPPORT	23,157	2,770	11.96%
5020	RIGIS DATA DEVELOPMENT	41,078	4,596	11.19%
5025	RIGIS DATA DELIVERY	13,188	1,729	13.11%
5030	RIGIS DATA ANALYSIS	42,805	1,893	4.42%
5035	RIGIS USER GROUP	21,825	18,908	86.63%
5040	CENSUS DATA CENTER	7,281	9,302	127.75%
5045	CENSUS DATA ANALYSIS	50,857	37,581	73.90%
5050	CENSUS DATA SUPPORT	10,773	2,968	27.55%
5055	CENSUS DATA DISTRIBUTION	18,673	1,765	9.45%
5060	WEBSITE DEVELOPMENT AND MAINTENANCE	70,779	23,215	32.80%
5065	SPP E NEWSLETTER	24,852	5,211	20.97%
5070	AERIAL PHOTOGRAPHY ACCESS AND ARCHIVING	9,111	8,322	91.34%
5075	PUBLICATION ARCHIVES	10,833	4,748	43.83%
5080	GRAPHIC DESIGN SUPPORT	13,227	15,006	113.45%
6010	HOUSING PROGRAM SUPPORT	35,372	10,562	29.86%
6020	CDBG SUPPORT	63,271	56,319	89.01%
7010	MANAGEMENT AND ADMINISTRATION	410,159	132,590	32.33%
8010	PAID LEAVE	438,970	335,969	76.54%
8020	CENTRAL BUSINESS OFFICE	21,141	-	0.00%
8030	SRTS GRANTS FUNDS	9,476	-	0.00%
8040	FHWA AIR	54,300	-	0.00%
8050	RI AIR	10,000	-	0.00%
Total		3,188,036	1,310,685	41.11%

Statewide Planning

Hours Expended by Task Number

As of December 2012 50% of Fiscal Year 2013

No. of Hours Assigned in the Work Program	Hours Expended	Percent Expended	Task Number	Task Title	Funding Sources										
					SPP	FTA	EDA	FHWA	RI AIR	OHCD	SRTS	EFSB	Federal State	Federal State	Federal State
4,935.0	2,178.1	44.1%	7010	MANAGEMENT AND ADMINISTRATION	Distributed to All Funding Sources										
7,805.0	5,519.0	70.7%	8010	PAID LEAVE											
665.0	492.6	74.1%	1005	SURFACE TRANSPORTATION PLAN	30%	11%			59%						
980.0	643.1	65.6%	1010	STATE RAIL PLAN	30%	11%			59%						
245.0	132.8	54.2%	1015	TRANSPORTATION IMPROVEMENT PROGRAM (TIP)	30%	11%			59%						
665.0	28.1	4.2%	1020	TRAVEL DEMAND MODELING	30%	11%			59%						
525.0	45.4	8.6%	1025	AIR QUALITY CONFORMITY ANALYSIS	30%	11%			59%						
490.0	131.8	26.9%	1030	TRANSPORTATION BASED CLIMATE CHANGE ACTIVITIES	30%	11%			59%						
315.0	126.1	40.0%	1035	CONGESTION MANAGEMENT TASK FORCE	30%	11%			59%						
455.0	239.6	52.7%	1040	ACCESS MANAGEMENT	30%	11%			59%						
210.0	3.0	1.4%	1045	STATE EMPLOYEE COMMUTER TASK FORCE	30%	11%			59%						
175.0	72.6	41.5%	1050	TRANSIT PLANNING	30%	11%			59%						
70.0	52.0	74.3%	1055	AIRPORT PLANNING	30%	11%			59%						
175.0	-	0.0%	1060	CORRIDOR PLANNING	30%	11%			59%						
980.0	211.2	21.5%	1065	TITLE VI / ENVIRONMENTAL JUSTICE	30%	11%			59%						
595.0	307.8	51.7%	1070	SRTS - GENERAL OVERSIGHT											100%
525.0	142.0	27.0%	1075	SRTS - GRANT MANAGEMENT											100%
210.0	77.2	36.8%	1080	SRTS - PUBLIC OUTREACH											100%
490.0	6.0	1.2%	1085	TRANSIT ORIENTED DEVELOPMENT PLANNING	30%	11%			59%						
280.0	313.7	112.0%	1090	CONTINUING TRANSPORTATION PLANNING PROCESS	30%	11%			59%						
875.0	20.0	2.3%	2010	TRANSFER OF DEVELOPMENT RIGHTS	30%	11%			59%						
560.0	204.6	36.5%	2020	VILLAGE AND GROWTH CENTERS	30%	11%			59%						
175.0	119.4	68.2%	2025	STATE LAND USE PLAN	30%	11%			59%						
245.0	216.4	88.3%	2030	WATER SUPPLY PLANNING	30%	11%			59%						
175.0	126.9	72.5%	2040	WATERSHED PLANNING	30%	11%			59%						
1,155.0	442.1	38.3%	2050	ENERGY PLANNING	30%	11%			59%						
70.0	15.9	22.7%	2060	RECREATION, CONSERVATION & OPEN SPACE PLANNING	30%	11%			59%						
840.0	91.7	10.9%	2070	SOLID WASTE MANAGEMENT PLANNING	30%	11%			59%						
2,170.0	994.6	45.8%	2080	SUSTAINABLE COMMUNITIES INITIATIVES	30%	11%			59%						
245.0	437.5	178.6%	2090	OTHER LAND USE PLANNING ACTIVITIES	30%	11%			59%						
350.0	274.5	78.4%	3010	GRANT MANAGEMENT					100%						
350.0	257.5	73.6%	3015	CONSORTIUM MANAGEMENT					100%						
350.0	194.2	55.5%	3020	STATE HOUSING PLAN					100%						
350.0	185.5	53.0%	3025	STATE ECONOMIC DEVELOPMENT PLAN					100%						
280.0	31.5	11.3%	3030	RPSD IMPLEMENTATION PROGRAM					100%						
210.0	35.5	16.9%	3035	GROWTH CENTERS					100%						
140.0	48.0	34.3%	3040	CAPACITY BUILDING AND TECHNICAL ASSISTANCE					100%						
490.0	262.0	53.5%	3045	SOCIAL EQUITY ADVISORY					100%						
350.0	209.0	59.7%	3050	PUBLIC PARTICIPATION, OUTREACH, COMMUNICATIONS					100%						
140.0	134.0	95.7%	3055	PERFORMANCE MEASURES					100%						
2,800.0	1,431.1	51.1%	4005	COMP PLANNING PROGRAM ADMINISTRATION	25%	10%			65%						
1,120.0	319.0	28.5%	4010	COMP PLAN HANDBOOK, RULES, REGS	30%	11%			59%						
315.0	4.5	1.4%	4015	STATE GUIDE PLAN MAINTENANCE	30%	11%			59%						
1,295.0	451.4	34.9%	4020	LOCAL PLANNING ASSISTANCE	30%	11%			59%						
595.0	171.6	28.8%	4025	LEGISLATIVE/CASE LAW ASSISTANCE	30%	11%			59%						
245.0	71.8	29.3%	4030	ENERGY FACILITY SITTING BOARD											100%
70.0	28.5	40.7%	4035	STATE PROPERTY REVIEW	30%	11%			59%						
560.0	145.7	26.0%	4040	INTERGOVERNMENTAL REVIEW	30%	11%			59%						
280.0	103.6	37.0%	4045	PROJECT PROPOSAL	30%	11%			59%						
175.0	98.4	56.2%	4050	PLANNING CHALLENGE GRANT PROGRAM	20%	20%			80%						
350.0	79.2	22.6%	5005	RIGIS EXECUTIVE COMMITTEE SUPPORT	20%	15%			65%						
840.0	237.8	28.3%	5010	RIGIS STATE AGENCY SUPPORT	30%	11%			59%						
315.0	45.5	14.4%	5015	RIGIS MUNICIPAL SUPPORT	30%	11%			59%						
525.0	75.5	14.4%	5020	RIGIS DATA DEVELOPMENT	30%	11%			59%						
140.0	28.4	20.3%	5025	RIGIS DATA DELIVERY	30%	11%			59%						
630.0	31.1	4.9%	5030	RIGIS DATA ANALYSIS	30%	11%			59%						
210.0	310.6	147.9%	5035	RIGIS USER GROUP	30%	11%			59%						
350.0	152.8	43.7%	5040	CENSUS DATA CENTER	30%	11%			59%						
1,155.0	617.4	53.5%	5045	CENSUS DATA ANALYSIS	30%	11%			59%						
210.0	48.8	23.2%	5050	CENSUS DATA SUPPORT	30%	11%			59%						
420.0	29.0	6.9%	5055	CENSUS DATA DISTRIBUTION	30%	11%			59%						
1,680.0	381.4	22.7%	5060	WEBSITE DEVELOPMENT AND MAINTENANCE	40%	10%			50%						
385.0	85.6	22.2%	5065	SPP E NEWSLETTER	40%	10%			50%						
105.0	136.7	130.2%	5070	AERIAL PHOTOGRAPHY ACCESS AND ARCHIVING	40%	10%			50%						
175.0	78.0	44.6%	5075	PUBLICATION ARCHIVES	40%	10%			50%						
245.0	246.5	100.6%	5080	GRAPHIC DESIGN SUPPORT	40%	10%			50%						
420.0	173.5	41.3%	6010	HOUSING PROGRAM SUPPORT	30%	10%			60%						
1,155.0	925.2	80.1%	6020	CDBG SUPPORT	20%							80%			
245.0	-	0.0%	8020	CENTRAL BUSINESS OFFICE									100%		
245.0	-	0.0%	8030	SRTS GRANTS FUNDS	20%	16%			64%						

47,320.0 21,530.6 45.5% Total